

SNACK (School Non-Attendance ChecKlist) to support the identification of non-attendance by type.

Over the PAST 4 WEEKS your child missed X whole days and X half days of school. Students miss school for all sorts of reasons. We would like to understand the reason(s) your son/daughter missed school. His/her absences are highlighted in the table shown [here](#) [hyperlink to table, or printed table, showing the last 4 weeks]. There is a list of reasons below the table. For each whole day or half day absent, choose the reason that best explains the absence. For example, if your child was absent on November 7 due to extreme weather conditions you would put a “14” as the reason for absence that day. If the reason your child missed school is not in the list, put “16” at the relevant place in the table and tell us the reason using the space provided. Your calendar or diary/planner may help you remember (e.g., trip to the doctor, religious holiday).

Reason	Examples
My child:	
1. had an appointment	<ul style="list-style-type: none"> a doctor’s appointment an appointment with a specialist
2. was sick	<ul style="list-style-type: none"> had a cold or flu; had asthma was in hospital
3. was reluctant or refused	<ul style="list-style-type: none"> he/she said it was hard to go to school or to stay there the whole day he/she seemed upset/anxious/scared about school
4. skipped/wagged/truanted	<ul style="list-style-type: none"> he/she headed to school but did not arrive there he/she left school without permission
I or my partner:	
5. gave my child a day off	<ul style="list-style-type: none"> to give him/her a rest
6. kept my child home for other reasons	<ul style="list-style-type: none"> so he/she could help out at home because school is not helping him/her
7. arranged extra holidays	<ul style="list-style-type: none"> to take a family holiday during school-time
Our family:	
8. had an urgent situation	<ul style="list-style-type: none"> a funeral someone in the family was taken to hospital
9. had other difficulties	<ul style="list-style-type: none"> the car broke down someone in the family had a medical appointment
10. had a religious holiday or cultural observance	<ul style="list-style-type: none"> Chinese New Year Jewish holidays
The school:	
11. was closed	<ul style="list-style-type: none"> public holiday / term holidays curriculum day / teacher training day / teacher strike
12. sent my child home due to his/her behavior	<ul style="list-style-type: none"> he/she was suspended or expelled from school he/she was asked to leave school for the remainder of the day
13. asked that my child stay away from school	<ul style="list-style-type: none"> because the school could not take care of my child’s needs because the school could not keep my child safe at school
Other:	
14. weather conditions	<ul style="list-style-type: none"> snow, floods fire
15. quarantine due to Covid-19	
16. something else (please describe in the space provided)	

From: Heyne, D., Gren Landell, M., Melvin, G., & Gentle-Genitty (2019). Differentiation between school attendance problems: Why and how? *Cognitive and Behavioral Practice*, 26, 8-34. Adapted March 8th 2021.