



# Thomas Acres Public School



Crispsparkle Drive, AMBARVALE NSW 2560

T: (02) 4626 4577

F: (02) 4626 8488

[thomasacre-p.school@det.nsw.edu.au](mailto:thomasacre-p.school@det.nsw.edu.au)

<https://thomasacre-p.schools.nsw.gov.au>

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Dear Parents

At Thomas Acres Public School, student attendance is a high priority. To improve our attendance procedures, we use Sentral SMS messaging system and the Sentral Parent Portal. Please read the information below to assist in making the SMS process easy and less confusing for all. Here is an example of the SMS you will receive on the day if your child has been marked absent.

**ABSENCE  
SMS NOTIFICATIONS**

Thomas Acres PS: Sam Smith 3A is absent on 1/1/24. Please reply with reason. Eg: "sore throat" instead of sick or unwell. Note: Medical Certificate required if absent 3+ days! Please include NAME/s in reply.

An example of your reply may be-  
"Sam Smith has a headache and cough"

SENTRAL EDUCATION attendAnce MATTERS

## Please note:

- This is not a messaging system - questions **CANNOT** be answered
- Please reply on the **SAME** day of absence
- Only responses to direct absence messages will be received automatically by the system
- Do not save the number - **ONLY** reply to the absence message that has been sent to you
- Please reply with your child's **NAME** and **REASON** within the **SAME DAY**
- Sentral Parent Portal - Absence reasons remain **Unjustified** if explained after **7 days**
- For multiple children absent, please include **all names** and reasons as the response returns to only **one** child.

Thanking you in advance for assisting us with this process.

Yours faithfully

Sean Pope  
Principal

