

Notification of Absences

New Online Feature for Families

We are pleased to introduce a new feature that allows you to notify the school of your child's absence directly through the SEQTA Engage App or SEQTA Engage Portal. This feature provides an additional, convenient method for submitting absence notifications.

How to use the new feature

Access via SEQTA Engage

Log absences using the SEQTA Engage App on your mobile device or the SEQTA Engage Portal on your computer.

Submit Absences

You can now submit absence notifications for the current day or future dates. Note that past dates cannot be submitted, but same-day absences can be reported.

One child at a time

Absences must be logged individually for each child. SEQTA is exploring a future update to allow multiple children to be selected simultaneously.

Part-day and multi-day absences

You can select part days or multiple days for an absence.

Mandatory fields

All fields are mandatory except for the optional comments section.

Reason for absence

Choose a reason from the provided list.

Comments

There is an optional text box for any additional information you wish to provide (please keep this brief).

Attachments

Currently, documents, images, or other files cannot be attached.

Current methods still available

Primary School

- Online Form: [Online Absentee Form | John XXIII College](#)
- Email: primary.absentees@johnxxiii.edu.au
- Phone: 08 9383 0401

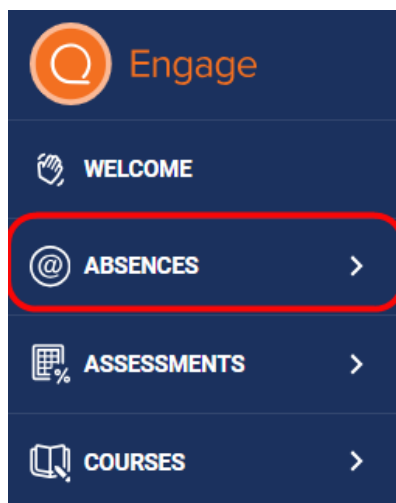
Secondary School

- Online Form: [Online Absentee Form | John XXIII College](#)
- Email: student.services@johnxxiii.edu.au
- Phone: 08 9383 0406

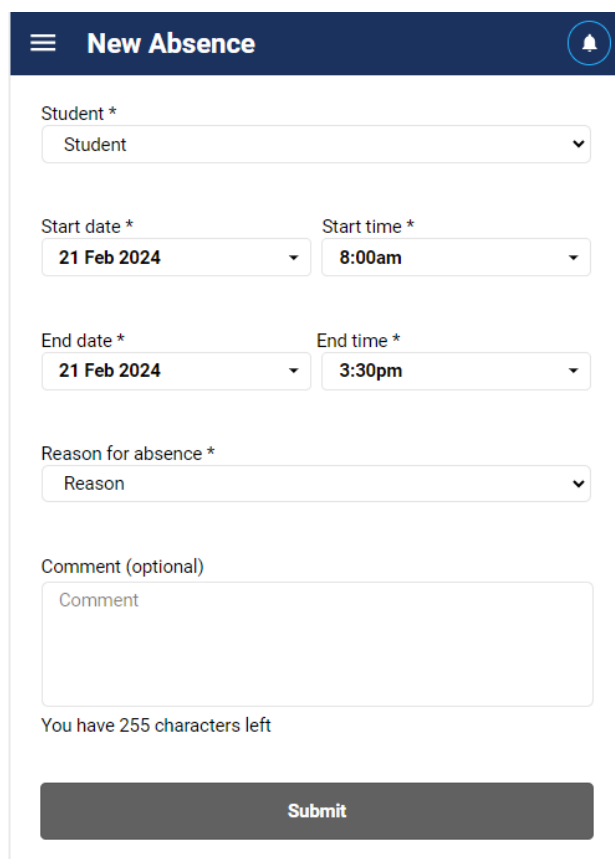
This new method is designed to complement the existing ways you can inform us of an absence. We hope this added convenience will assist in keeping our attendance records up to date.

Steps for Lodging an Absence

1. In the Navigation bar of SEQTA Engage, the Absences sub-page is the location for submitting absence notifications. Parents/guardians have the following functionality available to them.



2. New absence



New Absence

Student *
Student

Start date * 21 Feb 2024 Start time * 8:00am

End date * 21 Feb 2024 End time * 3:30pm

Reason for absence *
Reason

Comment (optional)
Comment

You have 255 characters left

Submit

3. The SEQTA Engage app can be downloaded from the Apple App Store or Google Play Store.

