

Rules for absence and holidays

The parliament has tightened the legislation on students' absence from teaching in municipal primary and lower secondary school (folkeskolen).

The new rules will be effective as of 1 January 2020.

In Ballerup Municipality, we are first and foremost concerned with student attendance in school. We will continue doing what we can to ensure that students have the lowest possible absence. However, the new rules mean that we will change our practice in some cases, as increased absence will now have financial consequences.

Definition of absence

Two types of absence are differentiated: authorized and unauthorized absence.

Authorized absence:

- sickness
- disability
- clarification (udredning)
- visit to a doctor

Note that in special cases, the school principal may request a medical statement to prove the absence. The municipality will pay for the statement.

Unauthorized absence:

- absence without justification
- absence without prior notice from or agreement with the home
- absence without permission – with extraordinary non-attendance

As a general rule, the school must be informed of all types of absence, and extraordinary holidays will require permission from the school.

Application for extraordinary holidays

It is also a new rule that all holidays or any single days off, not included in any school holidays, will also be regarded as unauthorized absence without school permission.

This means that parents must apply for permission to take out the student for a vacation not included in school holidays.

Application rules:

- If you take more than two consecutive days off, permission is needed.
- The parents must fill in an application form.
- The application must be handed over to the school's pedagogical leader. Look here for an overview of the school management.
- The application deadline is no later than 14 days prior to the holiday.

The pedagogical leader will evaluate each individual application. The academic and social well-being of the student will be included in the evaluation.

Consequences of unauthorized absence

The new rules will also have consequences if the child's unauthorized absence from school is too high. Absence is calculated on a quarterly basis.

10 per cent quarterly absence

Absence is accounted for on a quarterly basis.

If the child's unauthorized absence is 10 % in one quarter, the parents will be invited to a meeting with the school.

The purpose of the meeting is to prepare an action plan in cooperation with the parents to lower the absence rate.

More than 15 per cent quarterly absence

If the child has an unauthorized absence of more than 15 % in one quarter, it is the duty of the school principal to report this to the Child and Youth Counselling of Ballerup Municipality.

As a consequence of the reporting, the family will lose their right to receive child and youth allowance for one quarter.

Please note that the number of school days varies for each quarter:

Example 1 – How many school days correspond to an absence of 15 per cent in the 1st quarter of 2020?

The number of school days in the 1st quarter of 2020, from January to March: 59 days.

It is taken into account that school will start after the Christmas holidays, on 2 January, and that there is one week's winter vacation.

15 % of 59 school days: 8.85 school days.

The student will have an unauthorized absence of 15 % after 9 days of absence this quarter.

Example 2 – How many school days correspond to an absence of 15 per cent in the 2nd quarter of 2020?

The number of school days in the 2nd quarter of 2020, from April to June: 52 days.

The following holidays are taken into account: Easter holidays in week 15, General Prayer Day (store bededag), Ascension Day, Whitsun holidays and Constitution Day.

15 % of 52 school days: 7.8 school days.

The student will have an unauthorized absence of 15 % after 8 days of absence this quarter.

More information

Read more about the new absence rules here:

These are the new rules for absence in primary school: Guide for parents with children in municipal primary and lower secondary school (folkeskolen).

If you have any questions, please contact your child's pedagogical leader. Find an overview of the school management here.