
FACULTY OF HEALTH STUDIES

Subject:	Attendance Policy	Date:	November 2006
Department:	Psychiatric Nursing	Revised:	August 2016, April 2020
Program:	Bachelor of Science in Psychiatric Nursing Bachelor of Science in Mental Health	Reviewed:	June 1, 2020
		Approved at FC:	June 1, 2020

PURPOSE:

The Department of Psychiatric Nursing is a professional program. Students are expected to organize their personal schedules so that they can attend all scheduled orientations, clinical, field experiences, laboratories, and theory courses. Class participation is an essential element in applied learning. When students are present they not only learn from other students and their instructors, but contribute to their own experiences and knowledge. Attendance and participation are expected of pre-registration professionals.

POLICY:

Attendance in orientations, clinical, field experiences, and laboratories:
Attendance is mandatory in all scheduled orientations, clinical, field experiences, and laboratories. Students absent from mandatory orientations, clinical, field experiences and laboratories due to illness may be required to present a certificate of illness (signed by a recognized health care provider) or other documentation. It is the student's professional obligation to notify the appropriate faculty member in writing in advance of the absence. Absence for compassionate reasons is considered on an individual basis.

Attendance will be monitored. Where absence is involved, make-up time and/or additional assignments may be required. Failure to attend mandatory orientations, clinical, field experiences, and laboratories may lead to the implementation of other Faculty of Health Studies policies (such as Grade Requirements and Progression; Students Experiencing Difficulty in Clinical Practice; and, Unsafe Clinical Practice and Debarment.)

Attendance in theory courses:

Attendance in theory courses is mandatory. Students absent from mandatory theory courses due to illness may be required to present a certificate of illness (signed by a recognized health care provider) or other documentation. It is the student's professional obligation to notify the appropriate faculty member in writing in advance of the absence. Absence for compassionate reasons is considered on an individual basis.



Attendance will be monitored for each class. Failure to attend mandatory theory classes may lead to consequences up to and including course failure. Where absence is involved, additional assignments may be required. Specific guidelines for unexcused absences will be provided in each course syllabus.