



Sifal Secondary School

STUDENTS' LEAVE | GRADE I –X | FIRST TERM, 2077



PURPOSE

Sifal School analyses students' leave and prepares a report every term. The purpose of such analysis is to identify the patterns of leaves and the major leave reasons. It was unique in this term in the sense that the evaluation pertained to online class.

DATA COLLECTION AND ANALYSIS

- For leave requests, students write leave applications and submit to their respective Class Teachers. In case of Lower School, Grade Teachers provide the Student Leave Form where the parents or the teachers fill in the necessary information.
- Class/Grade Teachers submit the leave application forms to their respective HOSs.
- Data are analyzed by the publication department by the tabulation and frequency.
- Leave log of each student is maintained on a Google spreadsheet such as: [DSS - Student Leave Log - 2076](#) for leave status of the academic year 2076.
- *For a leave request in an online class, the student has to inform [via email or phone call] to main teacher or support teacher beforehand.*
- *The leave log of online class of this academic year is maintained on a Google Spreadsheet – [DSS – LOCKDOWN, 2077](#). For data analysis, absenteeism of a student in each online class was independently counted.*

RESULTS

As of October 28, 2020 (based on the [DSS – LOCKDOWN, 2077](#) sheet), 'active' students in Lower School (Grade 1-3), Middle School (Grade 4-8) and High School (Grade 9-10) are 100, 106 and 24, respectively.

The table below provides the number of online classes the students were present, absent or late. In Baisakh and Jestha, 'late' cases were reported as 'present.'

Table 1. Distribution of attendance of online class by school level- and month-wise

Month	LS- Present	LS- Absent	LS- Late	MS- Present	MS- Absent	MS-Late	HS- Present	HS-Absent	HS-late
Baisakh	1305 (92.29%)	109 (7.71%)	NA	1506 (87.71%)	211 (12.29%)	NA	389 (95.11%)	17(4.99%)	NA
Jestha	5806 (95.04%)	303 (4.96%)	NA	6485 (91.13%)	631 (8.87%)	NA	1736 (94.91%)	93 (5.09)	NA
Asar	6702 (93.78%)	437 (6.11%)	7 (0.09%)	6965 (88.38%)	797 (10.11%)	118(1.49%)	1830 (86.15%)	263 (12.38%)	31(1.45%)
Shrawan	6001 (90.29%)	509 (7.66%)	136 (2.05%)	5013 (86.82%)	554(9.6%)	207(3.58%)	1156 (82.04%)	185(13.12%)	68 (4.82%)

In Lower School, ‘present’ percentage in all four months was >90%. For Middle School, it was > 85 to 90% for three months. In High School, it was >90% for two months.

The top five reasons for absenteeism in the online classes were *internet problem, electricity problem, health problem, device problem* and *family function*. They represent the known ‘reported’ reasons only. In the Jestha month, there were 119 absenteeism for which reason was unknown/unspecified/not captured [data for all months not captured].

Table 2. Major reasons for absenteeism

Month/	Electricity problem (N*)	Internet Problem (N)	Sick/Health Problem(N)	Device Problem (N)	Family function (N)
Jestha (Jestha 12-30)	70	47	26	16	1
Asar	99	183	72	38	5
Shrawan	87	152	37	46	13

* N=total number of a reason reported in a month. It does not represent the exact value but the least value.