

Statement of Strategy for Pupil Attendance.



2017/2018

San Carlo Junior School.

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RATIONALE:

This statement was prepared in consultation with the staff, parents, Board of Management and Educational Welfare Officer in order to highlight the strategies and measures in place in **San Carlo J.N.S.** to foster an appreciation of learning among pupils and encourage regular attendance at school. It was updated in 2016/17.

REWARDING OF STUDENTS WITH GOOD ATTENDANCE:

We are targeting good attendance as part of our school action plan. Students with good attendance may be rewarded in the following ways:

- Presenting certificates to pupils who have full attendance at the end of each term.
- Sticker given for full attendance each month.
- Acknowledgement for punctuality for pupils in their line each morning.

STRATEGIES FOR IMPROVING ATTENDANCE:

The following strategies will be employed to improve attendance:

- The school curriculum, insofar as is practicable, will be flexible and relevant to the needs of the individual child.
- **San Carlo J.N.S.** will promote development of good self-esteem and self worth in its pupils (see Code of Behaviour and Anti-Bullying Policy).
- Support for pupils who have special educational needs in accordance with guidelines.
- Attendance rates of pupils will be monitored by the class teacher in the first instance and the class teacher will notify the Principal of any concerns regarding the attendance of any pupil.
- The school will use regular newsletters and web texts to promote attendance and punctuality.
- Where concerns arise, the class teacher or secretary monitoring attendance brings the concern to the attention of the principal.
- The principal and Deputy Principal assess each case individually at this point and a phone call to arrange a meeting may be deemed necessary.

- The class teacher will encourage pupils to attend regularly and punctually.
- The class teacher will ensure that contact is made with parents/guardians in instances where absences are not explained. A standard note will be used for this purpose.
- The class teacher will keep a daily record of attendance in Aladdin.
- Attendance figures are monitored daily by the secretary on Aladdin.
- The secretary will also bring details of continued absences and patterns of absences to the attention of the class teachers, the Principal and the Deputy Principal as necessary.
- The Principal will promote the importance of good school attendance among pupils, parents and staff. Punctuality and good attendance will be acknowledged in the lines in the morning.
- Attendance will be featured as part of monthly school assemblies. (possibility of stickers being given to pupils, via their teachers, for good attendance/increased punctuality).
- The Principal will inform the NEWB:
 - When a pupil has been missing for twenty or more days during the course of the school year.
 - When a pupil has been suspended from school more than once under the Code of Behaviour.

IDENTIFICATION OF STUDENTS WHO ARE AT RISK OF DEVELOPING SCHOOL ATTENDANCE PROBLEMS:

The following strategies may be employed to identify students at risk of developing school attendance problems:

- On transfer to **San Carlo J.N.S.**, attendance records will be sought from previous schools on pupil attendance.
- Class teachers will inform the Principal of any concerns s/he may have regarding the attendance of any pupil.
- The Principal will complete the Pre-Referral Checklist on any pupil who has a pattern of absences, as advised by Tusla.
- Contact will be made with various agencies who are involved with such students.

ESTABLISHMENT OF CLOSER CONTACTS BETWEEN THE SCHOOL AND HOME:

Closer home/school relations will be fostered through:

- Engaging with the Parents' Association .
- Frequent Newsletters home.
- Invitations to parents to school assemblies.
- Attendance at meetings (Parent/Teacher, etc)
- Meeting parents in the yard in the morning.
- Parent Courses.
- Attendance at Sports Day.
- Attendance at school events (eg Concerts, Masses, etc).
- Open-door policy in Principal's office for daily communication.

FOSTERING CONTACTS:

Contact with the following bodies will be fostered and developed in order to promote the good attendance of students in **San Carlo J.N.S.:**

- NEWB.
- Other schools in the vicinity.
- NEPS.
- Local GAA clubs, soccer clubs, etc.
- Community Gardaí
- Local interest groups such as Leixlip Tidy Towns.
- Network Disability Team
- Community Health Team

ENCOURAGING FULL PARTICIPATION OF STUDENTS IN THE LIFE OF THE SCHOOL:

In so far as is practicable, programmes will be developed with the bodies mentioned above which will encourage the full participation with students in the life of the school. Examples of these are:

- Attendance incentive scheme.
- Counselling (Rainbows, behavioural, bereavement, etc).
- Gaelic Games and soccer.
- Summer project programmes.

IDENTIFICATION OF ASPECTS AND STRATEGIES:

The Board of Management, teachers and whole school community will be mindful at all times of:

- The identification of aspects of the operation and management of the school and of the teaching of the school curriculum that may contribute to problems relating to school attendance on the part of certain students.
- The identification of strategies for the removal of those aspects in so far as they are not necessary or expedient for the proper and effective running of the school having regard, in particular, to the educational needs of students.
- The identification of strategies that will encourage more regular attendance at school on the part of such students.
- The need to review this strategy into the future to accommodate the changing needs of the school and of its population.

REVIEW

The policy is due for review in 2017/2018.

Principal

Chairperson