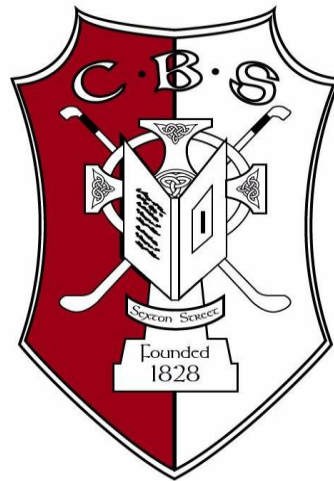# Scoil Íosagáin

Attendance Plan 2017-2020

Baseline Data

An Attendance Committee meeting was convened in September 2017. In attendance were Denis Barry, Principal, Doireann Garrard, HSCL, Tommy Lynch School Completion and attendance from the last few years was reviewed. It was felt that in order to create a template for improving attendance the following sources of information must be reviewed and/or consulted.

1. Databiz Records
2. Opinions of the HSCL & SOC
3. Opinion of EWO
4. Staff opinion & input
5. Previous policies and strategies including the TUSLA statement strategy for school attendance.

The following weaknesses were highlighted

- Attendance was 89% for 2016/17 which is well below the national average
- The percentage of pupils that missed more than 20 days was 39.37%
- Databiz was not seen as user friendly as other systems

A draft plan was produced and presented to be discussed with Ita Teehan EWO

Targets

1. To raise awareness of proper school attending
2. Improve accuracy of reporting & change the record keeping system to a more user friendly one
3. Increase the attendance in every class to over 90%
4. Decrease the number of pupils missing over 20 days from 39.1`% to 30%
5. Increase the overall attendance rate from 89% to 92%
6. Monitor and create baseline data for punctuality and improve punctuality rates at an appropriate level using baseline Data.

Actions

		Year 1-2017-2018	Years2-2018-2019	Year 3-2019-2020
	Actions	• Review the current attendance strategy • Identify at risk pupils and put specific strategies in place to help them including communication of absences to parents. • Highlight the good work done by parents whose children have excellent rates of attendance • To raise awareness of parents of these children in relation to their rate of absence • Ensure a welcoming school climate for all parents and children to foster the desire to come to school • Arrange fun events on days where attendance has been identified as poor	• Continue on progress from year one through analyses of attendance figures and trends from 2017-18 • Identify specific days of low attendance. Friday was identified therefore implementation of strategies to improve attendance on Fridays. • Put specific activities that children like on a Friday • Create a focussed music group together targeting those with poor attendance. • Target December & January as target months.	Aim: To increase the punctuality of students Objectives 1. To decrease the number of days that students are late without certification month on month 2. To reward students with excellent punctuality. 3. To target students with very poor punctuality based on Data gathered. 4. Use the student voice to help create a focused individualised approach to targeting late arrivals

		• Create and display an attendance noticeboard to promote good attendance • Hold monthly assemblies to promote good attendance • Reward students with 100% attendance every month and the best class attendance • Each term reward the most improved attendance as well as other categories • Establish breakfast club • Identify those pupils with the worst attendance & hold meetings with parents of boys with worst attendance • Hold monthly meetings with the EWO and prioritise those students with worst attendance • Target specific days or periods from the previous year where attendance was low and put appropriate initiatives in place. • Attendance committee hold fortnightly meetings to assess attendance • Hold meetings with parents of children who return late to	• Target children with more than 20 days absence with a list of ten made for special attention • Target classes with poorer attendance with focused initiatives to boost attendance. • Liaise with EWO for children with very high absence • Make contact with parents who's absence was over 20 days which was unexplained • Sent text messages to parents when children meet absence milestones of 10/ 15/ 20 days • Create individual attendance targets for children to include: specific lunch time treats for targeted children with daily monitoring. • Individual attendance charts for specific	

		school after the holidays with a view to reducing • Call parents when students are absent 10 days • Arrange meetings with parents when a pupil is absent 20 days • Promote good attendance on our Facebook Page • Create a good attendance noticeboard.	children • Identify Pupils with poor attendance and set targets and goals specific to each student for the following year. • Use data from year one to refocus targets • Focus on creating baseline data for punctuality • Establish afterschool clubs to promote attendance • Create lunch time clubs to promote attendance • Timetable events that the children like for days of high absense • Monitor late comers and early leavers on Aladdin. • Create a profile of those who are late • Begin initial contact	

			with parents of those who have high levels of late attendance. • Pilot a rewards system to improve late attendance with a focus group.	

Evaluation:

- Monthly committee meetings
- Review to take place annually.
- Repeat, review and compare results with baseline and target.
- Identify lessons learned for the future

Monitoring:

Principal & HSCL