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| Name of school | Scoil Bhríde |
| Address | Rathcormac, Co.Cork |
| Roll Number | 17609N |
| The school’s vision and values in relation to attendance | In Scoil Bhríde we are committed to creating a caring school community where children actively participate, achieve their potential and are proud of their achievements. We endeavour to provide a welcoming, safe, happy, inclusive learning environment where everyone is valued, respected and listened to; a school where we take pride in ourselves and our achievements. We believe that regular attendance is critical for active participation in learning and the achievement of potential. |
| The school’s high expectations around attendance | We have high expectations for student attendance as we believe it is an essential factor in pupil learning and the achievement of his/her potential.  We expect pupils to have full attendance at school unless they are ill, incapacitated or have medical appointments.  We understand that from time to time there may be other urgent family reasons e.g. bereavements why a pupil may be absent. The Board of Management also wish to ensure compliance with the Education Welfare Act 2000. |
| How attendance will be monitored | * Attendance and punctuality levels are recorded electronically on Aladdin daily. * Reasons for absences are reported on standard notes by parents/guardians and recorded by class teacher on data base. * Absence notes are kept by the teacher for the year and then filed in school. * Identification of attendance concerns. Parents will be informed when pupil has been absent for 15 days * Notification submitted to Tusla after 20 days absence (Section 21 of Education Welfare Act) * Biennial and annual statistical returns will be submitted to Tusla. * Principal and Deputy Principal will regularly review attendance issues |
| Summary of the main elements of the school’s approach to attendance:   * Target setting and targets * The whole-school approach * Promoting good attendance * Responding to poor attendance | * Our average attendance over the past four years was 95.2%. * The attendance for the school year2016/17 was 95.6%. We wish to maintain this level at least. * In the school year 2016/17, 28 pupils missed 20 or more days. We would like to reduce this figure by 10% in this school year. * Having analysed the statistics for the children with the greatest number of absence days over the past two years we will try to identify vulnerable children. We will work with parents to increase attendance among these children. * Monitor and improve punctuality among students who are regularly late for school.   The whole school approach involves creating general awareness and setting high expectations for attendance and punctuality. This will include the involvement of pupils, parents, staff and Board of Management.  We promote good attendance by:   * creating a safe and welcoming learning environment * being vigilant so that risks to good attendance (bullying etc.) are identified early * publishing the school calendar in May on the school’s website for the following year thus enabling parents to plan vacations outside of term time * informing parents about the school’s attendance policy and strategy at school induction meetings * promoting positive attendance at school assemblies * positive affirmation of attendance when taking the roll * school attendance is recorded on students’ school reports * The Principal/Deputy will keep in regular contact with parents where there is a concern regarding attendance * Parents will receive a letter from the school when pupil has missed 20 days. ( An information letter will also be sent to parents when child has been absent for 15 days ) * Parents may be invited to a meeting with the class teacher/Principal/ Deputy Principal to discuss concerns about attendance or punctuality * Contact will be made with the Education Welfare Officer , if necessary in accordance with the Education Welfare Act |
| School roles in relation to attendance | **Class teachers** **will**   * create a stimulating, caring, inclusive learning environment where children feel valued * encourage and commend good attendance * implement this whole school plan to promote attendance and punctuality * take attendance each day and record on Aladdin data system * collect absence explanation notes, record reason for absence on Aladdin and file notes in appropriate folder * consult with parents when parents have not provided written explanation for absence * record any concerns about attendance * make Principal/Deputy aware of any concerns with regard to attendance or punctuality   **Principal/ Deputy Principal will**   * build a shared commitment to the values and ethos of the school * give all the partners in the school community a sense of responsibility for school attendance * promote and acknowledge good attendance and punctuality at school assemblies, meetings with parents, newsletters etc. * ensures that daily attendance and explanation for absence is recorded on Aladdin by class teachers * follow up on issues regarding attendance/punctuality raised by class teachers * keep in regular contact with parents where attendance is a concern * make referral to Tusla if deemed necessary * ensure that biennial and annual statistical returns are submitted to Tusla * keep the Board of Management informed of attendance matters   **Board of Management will**   * maintain and resource the school to a high standard and endeavour to create safe , caring , inclusive learning and teaching environment * support the Principal and teachers in the implementation of this strategy |
| Partnership arrangements (parents, students, other schools, youth and community groups) | **Parents/guardians can promote good school attendance by:**   * ensuring regular and punctual school attendance * providing the school with a note to inform the school why the child is/was absent * discussing any planned absence with the school * **refraining, if at all possible, from taking holidays during school time** * encouraging children to participate in school activities * praising and encouraging children’s efforts * contacting the class teacher/Principal/Deputy if they have any concerns about their child’s learning or school related issues * ensuring, if possible that children’s appointments are arranged for outside school hours * working with school staff and or Education Welfare Officer to resolve any attendance issues |
| How the Statement of Strategy will be monitored | **At staff level**   * Regular communication between class teachers and principal/deputy re attendance issues * Monthly review of attendance statistics by Principal/Deputy   **At Board of Management level**   * Implementation of this attendance strategy will be discussed at board meetings * Board will be informed of monthly attendance statistics   **At Parents’ Association level**   * Parents will be regularly reminded of the importance of regular attendance and punctuality in newsletters   **Contact with Tusla** |
| Review process and date for review | This strategy will be reviewed by the Board of management each year. (September) |
| Date the Statement of Strategy was approved by the Board of Management | 26/10/2017 |
| Date the Statement of Strategy submitted to Tusla | 27/10/2017 |

Canon Michael Leamy (Chairperson) Date; 26/10/2017

Signed;\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_