



## San Carlo Junior National School Statement of Strategy for School Attendance


Name of school	Scoil San Carlo J.N.S.
Address	Confey, Leixlip, Co. Kildare
Roll Number	19653D
The school's vision and values in relation to attendance	<p>The vision of Scoil San Carlo J.N.S. is to develop the whole child physically, intellectually, emotionally, aesthetically, spiritually, creatively, morally and socially and to provide a learning environment with a broad, balanced, integrated curriculum to promote all aspects of the child's development. The vision of our school, however, may only be recognised through positive school experiences and high attendance levels.</p> <p>Scoil San Carlo J.N.S. aims to work together with parents and guardians to foster positive attitudes to regular school attendance and learning.</p> <p>The Aims of this Statement of Strategy are:</p> <ul style="list-style-type: none"> <li>● To raise awareness of the importance of regular school attendance.</li> <li>● To identify pupils at risk of leaving school early.</li> <li>● To promote and to foster positive attitudes to learning.</li> <li>● To ensure compliance with the requirements of the relevant legislation.</li> </ul>
The school's high expectations around attendance	<p>Scoil San Carlo J.N.S. and its Board of Management recognises that attendance is crucial to allow for effective learning and the development of our children.</p> <p>We strive to provide a warm, welcoming and supportive learning environment for our pupils, and it is our intention that a good standard of attendance is maintained and that best practice in attendance and punctuality are implemented.</p> <p>We emphasise these intentions regularly in our communications with parents and pupils. We expect that students will arrive promptly for school each morning at 9.20am and are collected at 2.00pm or 3.00pm. We expect children to have full attendance at school unless they are ill, have medical appointments or an urgent family reason.</p>
How attendance will be monitored	Scoil San Carlo J.N.S. recognises the importance of recording, tracking and monitoring attendance.

	<p>As such the school will utilise the following methods to monitor attendance:</p> <ul style="list-style-type: none"> <li>• Daily record of attendance on Aladdin system by each class teacher.</li> <li>• Record of late arrivals and early leavers on Aladdin system.</li> <li>• Teachers will discuss concerns regarding attendance at Parent/Teacher meetings and will alert Principal about concerns.</li> <li>• Teachers will monitor children who may be at risk of poor attendance.</li> <li>• Parents are asked to communicate reasons for absences via Aladdin.</li> <li>• We have regular communication with parents and provide them with updates on their child's attendance.</li> <li>• Once a child misses twenty days the school is legally obliged to inform the Education Welfare Services, and an Education Welfare Officer may be in contact with the parents.</li> </ul>
<p>Summary of the main elements of the school's approach to attendance:</p> <ul style="list-style-type: none"> <li>• Target setting and targets</li> <li>• The whole-school approach</li> <li>• Promoting good attendance</li> <li>• Responding to poor attendance</li> </ul>	<p><b>Targets:</b> The school is using the academic year 2023-24 attendance data as a baseline. Our attendance rate for the 2023-24 year was 92.1%. We would like to at least maintain and hope to improve on this level.</p> <p>Last year we had 57 pupils out of 286 (19.93%) who missed 20 days of school or more. Over the next 3 years we aim to reduce that figure by at least 40%.</p> <p><b>Whole-School Approach:</b> Staff and Board of Management will collaborate to implement this policy. All teachers will take responsibility in striving for excellent attendance and being vigilant for children who may be at risk of developing school attendance problems.</p> <p><b>Promoting Good Attendance:</b> To emphasise the value Scoil San Carlo J.N.S. puts on good attendance we:</p> <ul style="list-style-type: none"> <li>• Highlight the importance of attendance and positive affirmation of attendance when the roll is being taken.</li> <li>• Record attendance in students' end of year School Reports.</li> <li>• Display and distribute Tusla's Educational Welfare Services' leaflet entitled 'Don't Let Your Child Miss Out'.</li> <li>• Involve parents in all aspects of school life and promote good communication between home and school.</li> <li>• The school will use regular newsletters to promote attendance and punctuality.</li> <li>• The school set up a Nurture Room which has been proven to help improve school attendance.</li> <li>• The school calendar is distributed to parents in advance of each new school year, and it is hoped that this helps</li> </ul>

	<p>families plan events around school closures, thus avoiding unnecessary absences.</p> <ul style="list-style-type: none"> <li>● Provide curricular and extra-curricular activities such as music, GAA, STEM and IT enrichment activities to encourage high levels of attendance.</li> <li>● Develop leadership skills and a sense of responsibility by involving children on school committees.</li> <li>● Foster links with local organisations such as Confey GAA, Leixlip Library etc.</li> <li>● Equality of Participation: Children are not excluded from participating in activities because of inability to pay e.g. school tours.</li> <li>● Curriculum: Understanding and support are given to children who have difficulty with or who are reluctant to engage in certain aspects of the curriculum.</li> <li>● To engage with support agencies such as the Department of Education and Skills, National Psychological Service (NEPS), the National Council for Special Education (NCSE), the HSE and TESS- the Child and Family Agency.</li> </ul> <p><b>Responding to Poor Attendance:</b></p> <ul style="list-style-type: none"> <li>● Class teachers will inform the Principal of any concerns s/he may have regarding the attendance of any pupil.</li> <li>● Contact between school and parent/guardian to express concern regarding attendance, late arrival or early removal e.g. phone call, letter, discuss at parent teacher meeting.</li> <li>● Specific meeting in school with parent/guardian to identify problems and agree interventions.</li> <li>● Concerns and agreements communicated in writing to parent/guardian.</li> <li>● Implementation of any appropriate in-school measures (e.g. 'contact person' in school, support in class etc.).</li> <li>● Use of appropriate interventions with pupil (e.g. attendance charts/ attendance report, incentives, rewards etc.).</li> <li>● Contact TUSLA to assist with issues, where necessary.</li> </ul>
<p>School roles in relation to attendance</p>	<p><b>Each Class Teacher:</b></p> <ul style="list-style-type: none"> <li>● Encourages and commends good attendance.</li> <li>● Implements any whole school plan to promote good attendance.</li> <li>● Provides a busy and stimulating classroom where children feel valued.</li> <li>● Calls the roll electronically daily, using Aladdin.</li> <li>● Notes any queries or concerns regarding absence.</li> <li>● Monitors individual patterns of attendance.</li> <li>● Consults with parents where there are concerns around attendance or where parents have not provided explanations regarding absences.</li> <li>● Makes Principal aware of concerns about the attendance of individual children, specifically when a pupil's absences approach or exceed 20 days.</li> </ul> <p><b>The Principal/Deputy Principal:</b></p>

	<ul style="list-style-type: none"> <li>● Promotes good attendance at school assemblies, meetings with parents, information evenings.</li> <li>● Updates the B.O.M. about attendance in the school</li> <li>● Keeps in regular contact with parents where attendance is a concern.</li> <li>● Follows up on any issues regarding attendance.</li> <li>● Makes the statistical returns to Tusla.</li> <li>● Makes referrals to Tusla when deemed necessary.</li> <li>● Advises parents of the importance of regular school attendance at the start of each school year.</li> </ul> <p><b>The Board of Management:</b></p> <ul style="list-style-type: none"> <li>● It is the responsibility of the Principal and staff to implement this strategy under the guidance and authority of the school's Board of Management.</li> <li>● The Board works to provide and support a positive, welcoming environment by maintaining and resourcing the school to a high standard, which in turn promotes good attendance.</li> </ul>
<p>Partnership arrangements (parents, students, other schools, youth and community groups)</p>	<p><b>Parents / Guardians:</b></p> <ul style="list-style-type: none"> <li>● It is the responsibility of parents/guardians to ensure that children are in school every day, as far as possible.</li> <li>● It is the responsibility of parents/guardians to ensure that children are on time for school.</li> <li>● When children are absent from school/late for school, parents should notify the school with an explanation for that absence/lateness for school records.</li> </ul> <p>Parents/guardians can promote good school attendance by:</p> <ul style="list-style-type: none"> <li>● Ensuring regular and punctual school attendance.</li> <li>● Notifying the school if their children cannot attend for any reason.</li> <li>● Making sure that children understand that parents/guardians support good school attendance.</li> <li>● Discussing planned absences with the school.</li> <li>● Refraining, if possible, from taking holidays during school time.</li> <li>● Showing an interest in their children's school day and their children's homework.</li> <li>● Encouraging their children to participate in school activities.</li> <li>● Praising and encouraging their children's achievements.</li> <li>● Informing the school in writing of the reasons for absence from school.</li> <li>● Ensuring, in so far as possible, that their children's appointments (with dentists etc.), are arranged for times outside of school hours.</li> <li>● Contacting the school immediately if they have concerns about absence or other school related matters.</li> <li>● Notifying the school, in writing, if their children, are to be collected by someone not known to the teacher.</li> <li>● Working with the school and education welfare service to resolve any attendance issues.</li> </ul>

	<p><b>Other Schools</b></p> <ul style="list-style-type: none"> <li>• Constant links with local schools are fostered.</li> <li>• Provision of relevant information e.g. school reports, educational information (SEN) to other primary schools to which a student may be transitioning or transferring.</li> </ul> <p>Contact with the following bodies will be fostered and developed to promote the good attendance of students in our school:</p> <ul style="list-style-type: none"> <li>• TUSLA.</li> <li>• NEPS.</li> <li>• Local Sports Clubs.</li> <li>• Community Gardaí.</li> </ul> <p><b>Local Organisations</b></p> <ul style="list-style-type: none"> <li>• Pupils are encouraged to participate in local organisations outside school.</li> <li>• Providing rewards of achievement in pupil's chosen activity.</li> <li>• School encourages pupils to bring in any awards.</li> </ul>
<p>How the Statement of Strategy will be monitored</p>	<p>Scoil San Carlo J.N.S. will monitor the strategy by discussing attendance during staff meetings.</p> <p>The success of any Attendance Policy is measured through:</p> <ul style="list-style-type: none"> <li>• Improved attendance levels as measured through Aladdin database.</li> <li>• Teacher vigilance.</li> <li>• Happy, confident, well-adjusted children.</li> <li>• Positive parental feedback.</li> <li>• A satisfactory level of accountability for all absences.</li> </ul>
<p>Review process and date for review</p>	<p>The Statement of Strategy for School Attendance will be evaluated on an on-going basis by representatives from the relevant sections of the school community and will be reviewed every three years by the Board of Management of San Carlo J.N.S.</p>
<p>Date the Statement of Strategy was approved by the Board of Management</p>	<p>This strategy was discussed and ratified at a Board of Management meeting on 03/12/2024.</p>
<p>Date the Statement of Strategy submitted to Tusla</p>	<p>This strategy was submitted to Tusla on 04/12/2024.</p>

Signed:   
Chairperson of the B.O.M.

  
Principal

Date: 03/12/24.

