

ST TIERNAN'S COMMUNITY SCHOOL

STRATEGIC ATTENDANCE PLAN

Attendance Strategy Statement

The following statement will outline the strategies in place in St Tiernan's Community School to 'foster an appreciation of learning and encourage regular attendance of students' (Education Welfare Act 2000)

- Analysis of the rates of absenteeism and identifiable trends

Record and analyse attendance figures for:

- Year Groups and Classes
- Days of the week
- Times of the school year

DEFINITION OF ACCEPTABLE ATTENDANCE

- All students are expected to attend school every day and aspire to a 100% attendance record.

UNACCEPTABLE ABSENTEEISM

- The school will consider more than 10 days unexplained absence as problematic and cause for concern

ANALYSIS OF REASONS FOR ABSENTEEISM

- Attendance Secretary will record and analyse the reasons for absences and report to Attendance Committee

St Tiernan's Community School considers the following unacceptable

- Unexplained Absence
- Truancy
- Absence due to family holidays
- Absence due to part-time work
- Absence due to school refusal

The School engages the following pastoral and counselling services to identify and address underlying causes of persistent absence:

- Pastoral Care System
- Home School Liaison Teacher
- School Completion Programme
- Guidance Counsellor
- Chaplain
- Related and supporting Policies, i.e. Code of Behaviour, Anti-Bullying Policy, SEN Policy, Admissions Policy
- TUSLA
- NEPS
- Other relevant outside agencies, eg Lucena, Pieta House, Aware, SAY etc.

ST TIERNAN'S PROCEDURES AND SUPPORTS FOR CHILDREN IDENTIFIED AS HAVING AN ATTENDANCE PROBLEM

- Guidance/Chaplain/Care Team
- JCSP Programme
- LCA Programme/LCVP Programme
- SCP Programme
- Learning Support
- Resource Teaching
- Team Teaching
- EAL Support
- Reading/Literacy Support
- SNA Support
- Homework Club
- Evening Study/Maths Club
- Attendance Secretary
- Home School Liaison Teacher
- Breakfast Club
- Free Lunch
- Social Inclusion Supports ie trips/outings/activities/extra-curricular and co-curricular programme, peer-mentoring programme.

INCENTIVES/AWARDS FOR GOOD ATTENDANCE

At half-term intervals, students will record their % attendance in their journals and good attendance will be rewarded in the following ways:

- Certificates at year-group and whole school assemblies
- Vouchers/Prizes
- Class Outings/Trips
- Communication with Parents/Guardians

PROVISION FOR INSERVICE FOR STAFF

- PDST in-service/support for key staff
- E-portal in-service/upskilling

ROLE OF ATTENDANCE SECRETARY

The Attendance Secretary supports St Tiernan's Community School in procedures related to attendance.

- Daily recording of lates and absences
- Daily communication with parents through texting system
- Liaises with Year Heads, SCP Co-ordinator, HSCL Teacher, Principal and Deputy Principal
- Preparation of daily and weekly attendance reports
- Monthly reports listing total number of absences to Year Head to assist in identifying children at risk
- Liaises with EWO
- In consultation with Year Heads, sends letters to parents/guardians of students with six unexplained absences
- In consultation with Deputy Principal and Principal, sends letters to parents/guardians for students with over twenty days absence
- Co-ordinates completion of TUSLA Referral Forms
- Prepares, with Principal, Student Absence Reports and Annual Attendance Reports as required by NEWB legislation
- Provides statistics and analysis of attendance figures and records

OBJECTIVES OF THIS STRATEGY/STATEMENT

- To promote and encourage full and regular school attendance in St Tiernan's Community School
- To define and outline procedures and strategies to support full and regular attendance
- To foster an appreciation of learning and full engagement in school life

REVIEW OF THIS STRATEGY/STATEMENT

This statement will be reviewed at end of each term by the Attendance Committee.