



**An Ghníomhaireacht um
Leanaí agus an Teaghlach**
Child and Family Agency

Template for the Statement of Strategy for School Attendance

Name of school	St. Aidan's CBS
Address	Collins Avenue, Whitehall Dublin 9
Roll Number	604811
The school's vision and values in relation to attendance	Whilst there is a very strong tradition of good attendance at school in St. Aidan's CBS it is important that parents / guardians are fully aware of their obligations to ensure that their son has consistent and punctual attendance at school. Regular attendance and punctuality at school is essential in order for each child to fulfil his educational potential. The Board of Management and school staff promote and support regular attendance and punctuality at school and consider it as an essential factor in maximising student progress at school. St. Aidan's CBS School Attendance Policy is based on the obligations arising from the Education (Welfare) Act 2000 (section 22) and on the guidance provided in Developing the Statement of Strategy for School Attendance: Guidelines for Schools – Tusla 2016. The policy also takes into account the updated DES requirements for recording and reporting on school attendance as per Circular 33/2015. This Policy developed in consultation with the school staff, parent's association and student council.
The school's high expectations around attendance	• To support and encourage high rates of school attendance and punctuality at all class levels. • To raise awareness amongst parents / guardians about the importance of school attendance and punctuality. • To ensure that students are registered as enrolled in the school and that student's attendance is recorded daily and that attendance records are monitored regularly by the school. • To identify students at risk of poor attendance and those at risk of underperformance at school due to attendance and punctuality issues • To promote a positive learning environment to enable all students to avail fully of learning opportunities. • To comply with the requirements of the relevant legislation in relation to school attendance.

	To develop supportive links between the school and families at risk of attendance and punctuality issues.
How attendance will be monitored	- St. Aidan's CBS uses VSWare as approved by the BOM to manage student information and to record student daily attendance. - Attendance is taken in each class. - Daily texts are sent to parents/guardians where an absence note has not been submitted.
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	The Education Welfare Act 2000 (amended by the Child and Family Agency Act 2013) obligates schools to undertake the following actions in respect of school attendance matters: - Maintain a record of students attending the school. - Record school attendance and notify the relevant Educational Welfare Officer of issues relating to attendance. - Support students with difficulties in attending school on a regular basis. - Prepare and implement a school attendance strategy to encourage, in a positive way, regular school attendance and an appreciation of learning within the school. - Prepare and implement a code of behaviour, standards of behaviour and disciplinary procedures for the school. - Liaise with other schools and relevant bodies on school attendance issues.
School roles in relation to attendance	- The Principal, Deputy Principals, Teachers and other School Staff, in consultation with Parents / Guardians, and the BOM, are responsible for the implementation of this policy. - It will be the responsibility of the Principal, Deputy Principals, Teachers monitor overall school attendance levels in the school. - The School has an Attendance Officer as part of its POR - Assistant Principals and Class teachers / Tutors are responsible for monitoring individual student's attendance and for identifying and reporting ongoing concerns for 'at risk' students. - Parents / Guardians are strongly discouraged from taking children out of school for holidays during the school term. All such absences will be noted and teachers are not obliged to assign school work for such students whilst on holidays.
Partnership arrangements (parents, students, other schools, youth and community groups)	The school has a number of other policies that support our attendance strategy. These include: - Code of Behaviour - Homework Policy

	• Acceptable Use Policy • Assessment & Reporting Policy • Anti-Bullying Policy / Bi Cinealta Policy • Communications Policy • Parental Involvement Policy • SEN Policy • Senior Cycle Policy • Substance Use Policy • Wellbeing Policy • Work Experience Policy
How the Statement of Strategy will be monitored	The Strategy will be reviewed yearly to monitor its progress.
Review process and date for review	The policy will be reviewed in Sept 2027
Date the Statement of Strategy was approved by the Board of Management	22nd September 2026
Date the Statement of Strategy submitted to Tusla	22nd September 2026


 Con O'Halloran
 Acting Chairperson BOM

22nd September 2026