

Scoil Íde Primary School Statement of Strategy for School Attendance

Name of school	Scoil Íde Primary School
Address	New Road, Clondalkin, Dublin 22.
Roll Number	192205
The school's vision and values in relation to attendance	Scoil Íde Primary School seeks to promote and support all aspects of the children's wellbeing as a core value of our ethos. Guided by our mission statement we strive to ensure that all our students can flourish in an environment that is nurturing, supportive and progressive. We believe that there is a clear and direct link between regular school attendance and pupil progress. We recognise the importance of parents/guardians and school staff working together to achieve optimal attendance for each child in our care.
The school's high expectations around attendance	Attendance is crucial for effective learning and the continuity of learning experiences. Therefore, the school places great emphasis on regular attendance in communications with parents and pupils. The board of Management wishes to promote and encourage regular attendance as an essential factor in our pupils' learning. We expect children to have full attendance at school unless they are ill or have medical appointments. We fully understand that there may also be urgent family reasons why a child cannot attend school, especially in the case of bereavement and endeavour to offer our support in these instances.
Aims of the Statement of Strategy	The purpose of this statement is; <ul style="list-style-type: none"> • To meet the requirements of the Education Welfare Act 2000, section 22 with regard to our school attendance strategy. • To support and sustain the positive attitudes to learning already evident in our school and to highlight their importance for all students. • To underpin the importance of school attendance and punctuality and their impact on children's wellbeing. • To clarify procedures around matters relating to registration, attendance, punctuality and recording. • To ensure awareness of and compliance with the requirements of the relevant legislation. • Document our approaches to promoting and sustaining good attendance and addressing related matters.
School roles and responsibilities Whole school staff approach	All school staff members have an input into the implementation of the school attendance policy. Class Teachers (supported by SET and SNAs where applicable), are responsible for daily recording of attendance on the Aladdin system. It is also the responsibility of class teachers to: <ul style="list-style-type: none"> • Establish a positive class environment that supports participation and engagement, being particularly mindful of pupils who may be at risk of poor attendance. • Actively use the School's Attendance Strategy. • Set high expectations around attendance and punctuality using supportive, inclusive and encouraging language. • Ensure attendance and punctuality data is recorded accurately and reviewed in line with school procedures.

	<ul style="list-style-type: none"> • Alert relevant staff (principal/deputy principal) if there are concerns around student absences. • Support any attendance plans created for students who have difficulty attending school on a regular basis. • Support students on return when they have missed periods of schooling. <p>The School Secretary facilitates and monitors the Aladdin Connect system.</p> <p>The Principal and Deputy Principal:</p> <ul style="list-style-type: none"> • Liaise with class teachers and parents/guardians when issues with attendance arise and introduce attendance support strategies on a case by case basis. • Monitor attendance through the Aladdin system. • Are responsible for making returns to Tusla child and family agency (NEWB) • Liaise with TESS personnel when necessary. • Link in with EWO and SCP staff about attendance concerns and organise meetings/visits with parents.
<p>Role of Parents/Guardians in supporting school attendance</p>	<p>We recognise parents/guardians as being the primary educators of their children and their important role in ensuring attendance at school. We seek to act in partnership with parents/guardians to promote and sustain regular attendance at school.</p> <p>In line with Tulsa’s guidelines for school (p.44), parents/guardians are expected to:</p> <ul style="list-style-type: none"> • Display positive attitudes towards school and the school community. • Set high standards for their children in relation to attendance and punctuality. • Engage with the school if there is an issue around attendance and work in partnership with the school to achieve a solution that supports the wellbeing of their child. • Discuss planned absences with the school. • Avoid taking family holidays during term time if possible, (complete the holiday letter when a planned absence is for the purpose of a holiday). • Arrange for non-essential appointments to take place outside of school hours. • Notify the school if their child, particularly in junior classes, is to be collected by a person not known to the teacher. • Note the reasons for absence from school using the Aladdin Connect system. • For parents not registered on Aladdin – please email or telephone the school.
<p>Punctuality/Roll Call</p>	<p>Scoil Íde Primary school is open to receive pupils from 8:40 am. The bell rings at 8:50 am and formal instruction begins at 9 am.</p> <p>It is very important that children arrive into class at 8:50am. This allows children to settle in, interact with their teacher, SNA, friends and to engage with activities.</p> <p>While we recognise the challenges around punctuality and that exceptional circumstances may arise, in general the school expects that:</p> <ul style="list-style-type: none"> • Pupils and staff members are punctual for school. • Class teachers/secretary record late arrivals, early and late collections through the Aladdin system. • Class teachers contact parents/guardians in the case of a pupil who is consistently late. • Class teachers notify the principal/deputy principal of their concerns.
<p>Recording and reporting attendance</p>	<p>Roll call is taken by class teachers at 9:30 am and recorded on the Aladdin system. A child who is not present by this time will be marked absent. If a pupil arrives after roll call the teacher/secretary will record it on Aladdin.</p> <p>The parent/guardian of an absent child will receive a notification via their Aladdin app.</p>

	<p>The reason for the child’s absence can be entered via the app. Those not using Aladdin must inform the school via email or telephone.</p> <ul style="list-style-type: none"> • Attendance data is monitored by the class teacher, principal and deputy principal and submitted to the National Education Welfare Board annually. • Parents/guardians are made aware of the requirements of the NEWB, particularly the bye law relating to absences of more than 20 days per year. • Parents/guardians of a child whose attendance is of concern are invited to meet with the principal/class teacher/EWO to discuss the issue and work in partnership to find a solution which priorities the wellbeing of the student. • The school is obliged to inform the Education Welfare Officer in writing of any child who has been absent for 20 days or more in a school year, where attendance is irregular, where a child has been removed from the school register or where a child has been expelled or suspended from school for a period of 6 days or more. • Each child’s attendance and punctuality records are documented on their annual summer report.
<p>Strategies to promote good attendance and punctuality</p>	<p>The board of management, staff, students, parent body and wider community of Scoil Íde primary School work in partnership to create a school culture that is welcoming, nurturing and inclusive.</p> <p>The BOM directs energy and available resources towards maintaining and improving our school building and the general school environment. This in turn creates a positive backdrop for school attendance.</p> <p>The parent’s association support the work of the school through out the year and provide additional funding and opportunities for students which enhance their wellbeing. Yard games, equipment, bake sales, raffles, book fair, family movie nights etc.</p> <p>As a staff we strive to provide a supportive learning environment in which all students are respected and valued and in which cognisance is taken of their learning needs. Students in Scoil Íde Primary School enjoy a broad and balanced curriculum. Provision is made for a wide range of co-curricular and extra-curricular activities. The student council, active school and green school committees offer opportunities for students to express their views. These opportunities impact positively on pupil engagement and can in turn have a positive effect on attendance.</p> <p>Supportive parish and community links further enhance the experience of Scoil Íde Primary School students and their families which is a positive factor in school attendance.</p> <p>We recognise the link between regular, punctual attendance and the wellbeing of our students and engage in positive strategies such as:</p> <ul style="list-style-type: none"> • Providing a safe, secure, welcoming and enriching environment for all students. • Identifying early and responding to differing learning needs sensitively. • Resourcing additional learning materials and supports for some children. • Communicating openly and sensitively with parents if there are areas of concern. • Staff members at the school entrance to meet and greet students each morning and to facilitate any students experiencing anxiety leaving a parent/guardian in a sensitive and needs based manner. • Class teachers facilitate a calm and welcoming assembling time, by chatting

	<p>informally to the children until formal teaching time begins.</p> <ul style="list-style-type: none"> • Class teachers and SET ensure that homework requirements are tailored to the capabilities of children who may struggle with independent work and therefore experience anxiety around homework. • Principal visits to classrooms/monthly assemblies promote the importance of regular attendance and punctuality in positive and supportive language. • Positive achievements such as principal prizes, handwriting heroes, caught being kind cards are celebrated and influence attendance. • Accurate and efficient daily recording of attendance and punctuality data at designated time taken as a whole class interaction, (in English or as Gaeilge). • Attendance and punctuality are discussed at parent/teacher meetings. • Scoil Íde is developing a Nurture room during school year 2024/2025. • Support of a play therapist who visits the school weekly. • Support of School Completion Programme and Attendance monitoring with the EWO. • Matters relating to school hours, attendance and punctuality are addressed in the induction meeting for parents of new Junior Infants. • Parents are reminded in the Thursday Newsletter about the importance of having good attendance and punctuality. • The school calendar for the coming year is created as early as possible and published on the school website. This gives parents/guardians an opportunity to plan holidays and family breaks accordingly. The school urges parents not to take holidays during term time. • The school has on site a before and after school childcare facility onsite; Sherpa Kids, which helps parents with childcare arrangements. • Parents are requested to complete the holiday letter template if they chose to take holidays during term time. • The school does not set alternative classwork or homework for when a child is withdrawn for a holiday. • The school informs parents/guardians that standardised testing requires careful timetabling and the deployment of support staff. We ask parents to avoid arranging holidays during the period of annual standardised testing as scheduling retesting puts a strain on teaching resources. Testing takes place in middle of Term 3, over a couple of weeks.
Role of Tusla	<p>Tusla child and family agency is informed if;</p> <ul style="list-style-type: none"> • A child is expelled or suspended for 6 days or more. • A child has been absent from school for 20 days or more.
Communication with other schools	<ul style="list-style-type: none"> • Under section 20 of the Education (Welfare) Act 2000, the principal of a child's current school must inform the principal of the child's previous school, via POD (Primary Online Database), that the child is now registered in their school. • When a principal receives notification that a student has been registered in another school they must notify the principal of the new school of any problems regarding attendance and of such matter relating to the student's educational needs as considered appropriate. This applies to students who transfer between primary schools and to those who transfer from primary to second-level education. • When a student transfers into Scoil Íde Primary School, confirmation of transfer will be communicated to their previous school via POD, and appropriate

	records sought.
Communication with Parents/Guardians	<ul style="list-style-type: none"> • Parent/guardian are made aware of the requirements of Tusla child and family agency, particularly the by-law relating to absences of more than 20 days per school year. • When a child has been absent for 15 days within a school year, parents/guardians will receive a notification via Aladdin alerting them to the fact and that their child is approaching 20 days absence. • Class teachers and the principal communicate directly with parents regarding poor attendance/punctuality. • Parents/guardians are responsible for communicating the reason for their child's absence on Aladdin via Aladdin Connect. Those who do not use Aladdin should phone or email the school.
Evaluation	<p>The success of the strategy for school attendance will be measured through;</p> <ul style="list-style-type: none"> • Accurate data including absence reasons available to administrative staff on Aladdin. • Children's positive dispositions toward attendance and punctuality. • Positive working relationships between home and school in finding solutions to problems around attendance and punctuality. • Teacher observations and reports to Tusla.
Review	The statement of strategy for school attendance will be evaluated on an ongoing basis by representatives from the relevant sections of the school community and will be reviewed every three years by the Board of Management of Scoil Íde Primary School.
Ratification and Communication	<p>18/12/2024</p> <p>Communicated to Parents/Guardians via the school website and newsletter Dec 2024 & Jan 2025.</p>

This policy was ratified at the meeting of the Board of Management on 18/12/2024 and will be reviewed next in 2027.

Chairperson: Paul Molony

Principal: Catherine Keane