

St. Cronan's Junior National School



Statement of Strategy for School Attendance

Policy Summary Details:

Policy Title	Statement of Strategy for School Attendance
Date Written	September 24
Date Ratified by BOM	
Next Review	September '25

Name of school	St Cronan's J.N.S., Swords.
Address	Brackenstown, Swords, Co Dublin
Roll Number	19456B
The school's vision and values in relation to attendance	In St. Cronan's we are dedicated to helping each child to achieve his/her potential. Ensuring and maintaining a high

	<p>level of regular attendance throughout the school year is integral to this commitment.</p> <p>We recognise the importance of developing positive habits around attendance as a life skill, critical for future success in education and beyond. As such the school places an emphasis on high levels of attendance, promotes and rewards good attendance, while working to improve the attendance of those who do not reach the high standards regularly achieved by those attending our school.</p> <p>Our school is aware of the multitude of factors that affect attendance and recognises the child's experience in school as one of them. As such St Cronan's J.N.S. aims to be a safe, welcoming, caring and stimulating place of education for all pupils to learn and grow.</p>
<p>The school's high expectations around attendance</p>	<p>The school expects that in so far as is possible that all pupils fully attend school. We expect that each child will strive for 100% attendance each year. The school recognises the impact that illness; bereavement etc. has on the attendance of children and accepts that some absences are unavoidable. In such cases the school expects to be notified of such absences by parents.</p>
<p>How attendance will be monitored</p>	<p>The school uses the Aladdin School Administration System. Attendance is monitored daily by the class teachers. The Roll is checked at 10 am each day. Attendances and absences are recorded on the Aladdin system daily. Parents are advised to use the Aladdin app to log the reason for their child's absence. If not, parents may inform Teacher by note. Information from these notes is recorded on the Aladdin system.</p> <p>A letter informing parents that their child has been absent from school on 15 and then 20 occasions is sent by Frances Mather (Attendance Representative at St Cronan's). Pupils who have been absent from school on 20 occasions are reported to TUSLA and to parents. Moreover, parents are contacted by phone when pupils do not return to school as expected.</p> <p>Frances Mather (School Attendance coordinator) will regularly monitor the attendance of pupils across all classes to identify those that are struggling. Each class teacher will monitor the attendance of their own class and notify Frances Mather of their concerns.</p>

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

St Cronan's Attendance Statistics and Targets

The following data is the attendance figures for the past 5 years

- The average attendance in the year 2023-2024 was 90%
- The average attendance in the year 2021-2022 was 86%
- The average attendance in the year 2020-2021 was 91%
- The average attendance in the year 2019-2020 was 93%
- The average attendance in the year 2018-2019 was 93%.

Upon reflection of these statistics, it is important to note the the Covid pandemic has had an important bearing on the above figures. However, we have set the following target of maintaining the average, previous to the pandemic, which was 93%. We are targeting attaining this percentage and improving upon it, for this school year.

Promoting good school attendance.

The following are strategies employed by the school to promote good school attendance.

- Promoting a positive learning environment
- Discussion about attendance at Parents' Association meetings, annual parent-teacher meetings, information meetings with incoming Junior Infants and the September Curriculum Information Meeting for all classes.
- Regular updates on the school attendance in the school news letter.
- Positive affirmation of attendance when the roll is called.
- Highlight the importance of attendance during school assemblies.
- Record attendance in child's annual report.
- Distribution of TUSLA's Educational Welfare Services' leaflet entitled 'Don't let your child miss out.' On the school website and sent out through the seesaw app yearly.
- Provision of after school clubs
- The school calendar for the academic year is distributed the previous April/ May to make parents/ Guardians aware of school holidays so as to avoid holidays being taken during school term.

Responding to Poor Attendance: The school's first response to poor attendance is to find ways to help improve attendance. The school is aware of the difficulties

	<p>of family life and recognises that there is usually an underlying cause for poor attendance. It is the responsibility of the school to do what it can to alleviate those difficulties within reason. Our first response will always be regular positive communication with the families involved. Therefore our response includes</p> <ul style="list-style-type: none"> • Engaging in early dialogue with parents. • A letter will be sent to parents informing them that their child has missed 15/20 days. • using school led, multi-agency support processes • Referral to TUSLA's Educational Welfare Services. Parents will be informed when this is done. <p>The school must notify TUSLA when a child is absent for 20 days. If a child is absent for genuine reasons these are supplied to TUSLA. If, however, there is concern about a child's attendance at school, families may be visited by an Educational Welfare Officer (EWO) to discuss the situation.</p> <p>Reports</p> <p>Every parent will be provided with details of their child's total attendance for the year in the child's school report. (Starting from academic year 2012/2013). Attendance patterns are also discussed at parent-teacher meetings. Attendance figures for each child are recorded from year to year and kept on file on Aladdin.</p>
<p>School roles in relation to attendance</p>	<p><u>School co-ordinator for attendance (F. Mather):</u></p> <ul style="list-style-type: none"> • To ensure that adequate systems are in place to record and monitor attendance, pupil attendance is recorded daily, pupil attendance and punctuality is monitored regularly. • To ensure that procedures in place for dealing with high absenteeism are followed. • To ensure both parents and pupils are reminded regularly of the importance of regular and consistent attendance. • To communicate with parents, pupils and relevant outside agencies when deemed necessary. • To identify and help alleviate problems that may lead to poor attendance. • To inform the TUSLA if a pupil is not attending school regularly; when a pupil has been absent for

20 or more days during the course of a school year; if a pupil has been suspended for a period of six or more days.

- For seriously irregular absenteeism, the Attendance Coordinator will write to the parents inviting them to a meeting to discuss the problem
- When absenteeism is chronic, the Attendance Coordinator will inform the Education Welfare Officer and notify the parents of this by email/letter.

Class Teacher

The class teacher will

- Monitor and record pupil attendance and punctuality on Aladdin.
- Monitor patterns of absence in respect of individual children about whom they may be concerned
- Keep a record of explained and unexplained absences (explanatory notes should be retained for the duration of the academic year). These will be recorded on Aladdin.
- Contact parents in instances where absences are not explained via the Aladdin app or in writing.
- Encourage children to attend regularly and punctually by creating a warm, welcoming and stimulating learning environment for the children in their care.
- To acknowledge students, welcome them back and provide appropriate support following absence
- Inform the Attendance Coordinator of concerns s/he may have regarding the attendance of any pupil
- Inform the Attendance Coordinator when an individual child has been absent for 20 **days**.
- For irregular absenteeism, the teacher will inform the parents by letter of her/his concerns about the child and seek to meet the parents to discuss the matter.

Parents/ Guardians

Parents/guardians can promote good school attendance by:

- Ensuring regular and punctual school attendance.
- Notifying the School if their children cannot attend for any reason.
- Working with the School and education welfare service to resolve any attendance problems

	<ul style="list-style-type: none"> • Making sure their children understand that parents support and approve of school attendance; • Discussing planned absences with the school. • Refraining, if at all possible, from taking holidays during school time • Showing an interest in their children's school day and their children's homework. • Encouraging them to participate in school activities. • Praising and encouraging their children's achievements. • Instilling in their children, a positive self-concept and a positive sense of self-worth. • Informing the school through the Aladdin connect app or in writing of the reasons for absence from school. • Ensuring, insofar as is possible, that children's appointments (with dentists etc), are arranged for times outside of school hours. • Contacting the school immediately, if they have concerns about absence or other related school matters. • Notifying, in writing, the school if their child/children, particularly children in junior classes, are to be collected by someone not known to the teacher.
<p>Partnership arrangements (parents, students, other schools, youth and community groups)</p>	<p>The school completion programme operates in the school to target pupils who are considered to be at risk of leaving education early. Programmes such as The School Completion Programme will endeavour to lessen the impact of Social and / or economic disadvantage for those children coming from disadvantaged backgrounds. It will achieve this through individual and whole school initiatives such as</p> <ul style="list-style-type: none"> • School lunches • After school clubs • Summer and Easter camps <p>Parents are encouraged to help out with activities such as Shared reading sessions, Maths for Fun sessions, school tours and School libraries.</p> <p>There is an invitation to all to attend the school Open Days in order to see the school and the children's work. They are also invited to the 'Curriculum day' in September in their child's classroom. In this way a positive attitude towards school is fostered by all in particular those parents who heretofore may have had negative feelings towards schooling.</p>

How the Statement of Strategy will be monitored	All feedback from all partners to be given to school attendance co-ordinator who will liaise with staff and the Principal for any immediate action required and bring all feedback to the review process each September.
Review process and date for review	September 2025. Reviewed annually by Board and staff.
Date the Statement of Strategy was approved by the Board of Management	October 2024
Date the Statement of Strategy submitted to TUSLA	-----