

Sacred Heart SNS - Statement of Strategy for School Attendance

Name of school	Sacred Heart SNS
Address	Killinarden, Tallaght, Dublin 24
Roll Number	19543T
Rationale	<p>This statement was prepared in consultation with the staff, parents, pupils, Board of Management and Educational Welfare Officer in order to highlight the strategies and measures in place in Sacred Heart SNS and to foster an appreciation of learning among pupils and encourage regular attendance at school.</p> <p>It was updated in September 2022.</p>
The school's vision and values in relation to attendance	<p>The school's attendance strategy complements the school ethos of nurturing potential in a caring environment where the welfare of children is paramount.</p> <p>The school understands that attendance plays a key role in educational success.</p> <p>The school maintains high expectations and standards in relation to attendance.</p>
The school's high expectations around attendance	<p>Sacred Heart SNS aims to build a culture of high expectations among all staff and with every student for the student's learning, participation and attendance.</p> <p>As a DEIS school, targeting good attendance is part of our school action plan.</p>
How attendance will be monitored/ School roles in relation to attendance	<p>Class teacher:</p> <ul style="list-style-type: none"> • Maintains accurate class rolls by completing Aladdin daily (by 10:00a.m.) and takes responsibility for student absences within their classes.

- Records late arrivals and early collections
- Keeps notes and certificates in a safe place.
- Accurately records attendance related notes or messages e.g. from Class Dojo on Aladdin.
- Ensures appropriate contact takes place between the school and parent/guardians if an attendance concern arises.
- Will notify a member of the Care Team of any concerns regarding the attendance of any pupil.
- Gives Class Dojo points daily for targeted behaviour including good attendance – ‘*Spin the Wheel*’ Prize and *Principal’s Prize/Cert/Letter Home* given when milestones are reached.
- Two Bonus Class Dojo Points at end of week for ‘Strive for Five’ initiative.
- Gives child’s attendance record to parents at the parent teacher meeting and in the end of year reports.

Principal and Deputy Principal:

- Responsible for ensuring accurate records of students’ attendance is kept at the school and the reasons for any failure to attend.
- Responsible for sending out letters to parents when child has missed 15 and 20 days.
- Liaise with Attendance/Care Team and submit Referrals to EWS, if deemed necessary.
- Ensures appropriate contact takes place between the school and parent/guardians either via note, phone call, text message e.g. text when child has missed 5 and 10 days.

School Completion Programme:

- SCP Coordinator and School Link
Coordinators will monitor attendance of 'Target' and 'At Risk' pupils.
- Supportive phone calls made on a daily basis to help promote attendance
- The School Completion Programme operates to target pupils who are considered to be at risk of early school leaving.
- Evidence of poor attendance is a factor in including pupils in the various SCP activities; homework club, drumming, drama, dancing etc.
- Responsible for sending out letters to parents when child has missed 15 and 20 days.

HCSL:

- Works with EWS, SCP and School Care Team in a unified way, to address issues, which impinge on the attendance of children at risk of educational disadvantage and early school leaving.
- Meets with parents where there is concern about an individual child's attendance.
- Responsible for supporting parents and checking in with family at various stages of attendance concerns.

Secretary:

- Records early departures.

	<ul style="list-style-type: none"> • Provides daily reminder to teachers to record attendance <p>Parents/Guardians</p> <ul style="list-style-type: none"> • Show interest in what your child is doing in school • Consult with the school on your child's progress • Attend parent / teacher meetings • Talk with the class teacher about any concerns you may have • Praise your child's efforts at every opportunity. Your encouragement means a lot and will motivate your child to continue trying • Tell the school when a child cannot attend and the reason why. Write a short note to the school to explain why your child was out. Send a message on Class Dojo or send a note in with your child when they go back to school.
<p>Summary of the main elements of the school's approach to attendance:</p> <ul style="list-style-type: none"> • Target setting and targets • The whole-school approach • Promoting good attendance • Responding to poor attendance 	<ul style="list-style-type: none"> • Target setting and targets: Factoring in the last two years (avg. attendance 83.5%) the school targets improving attendance to as close to a 90% average as possible. A further 0.5% increase is targeted the following year and 0.25% each subsequent year until 2026 - once a new base line measurement is established in 2022/23. • Whole-school approach: The school promotes good attendance by; Creating a safe and welcoming environment. Ensuring children are happy.

Displaying kindness, compassion and understanding.

Being vigilant so that risks to good attendance such as disadvantage, bullying, etc. are identified early.

Wellbeing and Positive Behaviour policies and procedures.

Identifying, encouraging and rewarding students with improved attendance.

- Promoting good attendance:
 - All staff promote a positive attitude towards attendance and consistently highlight its importance e.g. in the classroom, at assembly etc.
 - ‘Strive for Five’ initiative.
 - Good attendance is promoted by using target stamps/Class Dojo Points in the Code of Behaviour.
 - Teachers are encouraged to place pupils in the ‘golden book’ for improved attendance, award bonus Dojo points at end of week etc.
 - Prizes and awards are given on a termly and end-of-year basis, celebrating good attendance.
- Responding to poor attendance:
 - Parents are notified about concerning attendance at regular intervals; 5, 10, 15 & 20 days. A text message is sent at 5 and 10 days. A letter is sent home at 15 and 20 days and parents/carers invited to contact the school.

	<ul style="list-style-type: none"> - Class teacher, tracking coordinators, HCSL teacher, Deputy Principal and the principal are all involved in monitoring and responding to rates of pupil attendance. - Targeted interventions are put in place e.g. attendance plans, SCP supports. - Support is sought from the EWO and referrals to the EWS are made, when deemed necessary.
<p>Partnership arrangements (parents, students, other schools, youth and community groups)</p>	<p>Contact, support and programmes with the following bodies will be fostered and developed in order to promote the good attendance of students in Sacred Heart SNS:</p> <ul style="list-style-type: none"> • Educational Welfare Service • School Completion Programme • National Educational Psychology Service • School Student Council • Other schools in the locality • Community Gardaí • South Dublin County Council community services • Local interest groups such as the KDPPG, Family Resource Centre, ‘Drop in’, Barnardos etc • Local soccer clubs • Local GAA clubs • Tallaght Library • Civic Theatre • Tallaght Cinema • Killinarden Parish-based supports

How the Statement of Strategy will be monitored	An Attendance Team has been established in school. It will monitor progress and accordingly review & update the Statement of Strategy annually.
Review process and date for review	Review Process: Sept 2022 Date for review: Sept 2023
Date the Statement of Strategy was approved by the Board of Management	To be approved by BOM at first meeting of academic year.
Date the Statement of Strategy submitted to Tusla	18 th October 2022