

Statement of Strategy for School Attendance

Name of school	Scoil Tíghearnach Naofa
Address	Cullohill Co Laois
Roll Number	19791P
The school's vision and values in relation to attendance	<p>Our vision in Scoil Tíghearnach Naofa is to promote and encourage regular attendance as an essential factor in our pupils' learning.</p> <p>We believe in creating a safe and welcoming environment that helps to ensure all our pupils are happy.</p> <p>We strive to implement all legislative requirements such as the Education Welfare Act 2000 and the Education Act, 1998.</p> <p>We believe in promoting a positive learning environment and helping all our pupils to achieve their full potential.</p> <p>We acknowledge the changing attitudes to education in today's society and we strive to identify pupils at risk due to poor attendance and to employ strategies that encourage and support those pupils and their families to improve attendance.</p>
The school's high expectations around attendance	In Scoil Tíghearnach Naofa we traditionally enjoy a high level of attendance. We wish to maintain this standard while at the same time we acknowledge that children will be absent from time to time due to illness.
How attendance will be monitored	<p>The school attendance of individual pupils is recorded in the Leabhar Rolla on a daily basis. Class attendance data is recorded daily in the Leabhar Tinrimh. The annual attendance of each individual pupil is recorded in the Clár Leabhar (Register), together with information provided in enrolment forms (Pupil's Name, Date of Birth, Address, Religion, Parents' Names and Parents' Occupations).</p> <p>If a pupil does not attend on a day when the school is open for instruction, his/her non-attendance will be recorded by the class teacher. The roll call is taken before first break each morning. Any pupil not present will be marked absent for the day. The roll book may not be altered once it has been filled in. A note from parents/guardians is required to explain each absence. Such notes will be retained by the class teacher. Parents/guardians must also provide a note if a child departs early during the school day. These notes</p>

	<p>are dated and kept in a secure place. Early departures are recorded in the Early Departures book in the office.</p> <p>Parents/guardians are made aware of the requirements of the NEWB particularly the by-law relating to absences of more than 20 days per school year. They are notified in writing on the end of year report of the total number of absences during the school year. Pupils whose non-attendance is a concern are informed of the school's concerns and invited to meet with the class teacher or principal.</p> <p>The school must inform the Education Welfare Officer in writing, where a child has missed 20 or more days in a school year, where attendance is irregular, where a pupil is removed from the school register and where a child is suspended or expelled for 6 days or more.</p>
<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 	<p>Our target is to maintain the high levels of attendance our pupils have traditionally enjoyed in Scoil Tíghearnach Naofa. Attendance levels are monitored on a regular basis.</p> <p>We aim to create a safe, welcoming environment for our pupils and their parents/guardians. The teaching staff collaborates in the planning and implementation of the primary school curriculum, so as to provide a stimulating learning environment for all pupils.</p> <p>Traditionally, school attendance is strong in our school. However, the staff remains vigilant so that 'risk' students are identified early. Risk students can be categorised as those who miss more than 5 days in a 20-day period without an accompanying note of explanation from parents/guardians. Appropriate contact takes place between the school and parents/guardians either via a letter or a note in the homework diary when this occurs. A meeting between parents and the Principal may be set up if deemed necessary. Absences of more than 20 days are automatically referred to the Education Welfare Officer.</p> <p>New entrants and their parents/guardians are invited to visit our school and the school's policies and procedures in relation to attendance are explained. There is a focus on the value of regular attendance and on the importance of developing good attendance habits from Junior Infants onwards.</p> <p>Our homework policy, clearly outlines the school's expectations in terms of the quantity of homework assigned and in the quality of homework presented. There is a consistent approach to homework throughout the school.</p>

	<p>The calendar for the coming school year is published annually in June and is also available on request. It is hoped that this approach will enable parents/guardians to plan family events around school closures, thus minimising the chances of non-attendance related to family holidays during the school term.</p> <p>The question of equality of access is addressed through school policy.</p> <p>When a pupil is discovered to be at risk from poor attendance we communicate our concerns to the parents/guardians as soon as possible. Every effort is made to support and assist the family at an early stage and to improve the attendance. The class teacher invites the parents/guardians in to meet and discuss the issue. If necessary the Principal will then contact the parents/guardians and request a meeting with them to discuss the relevant issues.</p>
School roles in relation to attendance	<p>All staff have an input in relation to attendance. Class teachers record individual patterns of attendance and the school secretary or Principal make returns to Tusla at the required times. The Deputy Principal has responsibility for maintaining the Leabhair Tinreamh.</p> <p>It is the responsibility of the Principal and the staff to implement strategies that support attendance particularly in pupils at risk due to poor attendance.</p> <p>The Board of Management has a role in ensuring the Principal and staff monitor attendance and implement strategies that support a high level of attendance.</p>
Partnership arrangements (parents, students, other schools, youth and community groups)	<p>Our primary partnership in the area of attendance is with the parents of our pupils. We communicate regularly with the parents and strive to promote positive attitudes towards attendance.</p> <p>The school has a good relationship with the National Education Welfare Board (NEWB). The NEWB is informed if:</p> <ul style="list-style-type: none"> • A child is expelled • A child is suspended • A child has missed 20 days or more. <p>The NEWB is furnished with the total attendances in the school year through the Annual Report Form which is completed on-line.</p>

	<p>The school maintains communication with local pre-schools and second-level schools in order to make the transition for pupils as easy as possible.</p> <p>We communicate with other primary schools when pupils transfer into or out of our school.</p>
How the Statement of Strategy will be monitored	<p>This Statement of Strategy will be monitored primarily by monitoring attendance levels as measured through Leabhar rolla records and statistical returns.</p> <p>Feedback on our Statement of Strategy will be sought from the school staff and the Parent's Council on an annual basis.</p>
Review process and date for review	<p>This Statement of Strategy will be reviewed by the Principal, staff and Board of Management on an annual basis. Croke Park hours will be used to review this statement by the staff and this review will be discussed at Board level.</p>
Date the Statement of Strategy was approved by the Board of Management	30 th May 2018
Date the Statement of Strategy submitted to Tusla	31 st May 2018