



## Template for the Statement of Strategy for School Attendance

Name of school	Donabate/Portrane Educate Together National School
Address	Beaverstown Road, Donabate, County Dublin
Roll Number	20161M
The school's vision and values in relation to attendance	In DPETNS we believe that good attendance has a positive impact on a child's social, emotional and educational development.. We are committed to providing a positive school atmosphere which is conducive to promoting good school attendance.
The school's high expectations around attendance	Children are encouraged and expected to attend school regularly and punctually.
How attendance will be monitored	<ul style="list-style-type: none"> <li>• Pupils are registered accurately and efficiently</li> <li>• Pupil attendance is recorded daily</li> <li>• Pupil attendance and lateness is recorded on Aladdin.</li> <li>• Attendance rates of students will be monitored by the Class Teacher in the first instance, the class teacher will inform the Principal of any concerns regarding the attendance/punctuality of any child.</li> <li>• The class teacher keeps a record of explained and unexplained absences.</li> <li>• Parents are contacted by the class teacher where repeated absences are not explained in writing.</li> <li>• School attendance statistics are reported as appropriate to NEWB</li> <li>• The number of absences and lates are recorded on the child's school report issued every June.</li> </ul>
Summary of the main elements of the school's approach to attendance: <ul style="list-style-type: none"> <li>• Target setting and targets</li> <li>• The whole-school approach</li> <li>• Promoting good attendance</li> <li>• Responding to poor attendance</li> </ul>	<ul style="list-style-type: none"> <li>• The school curriculum , insofar as is practicable, is flexible and relevant to the needs of the individual child.</li> <li>• The school will promote good self-concept and good self-worth in the children.</li> <li>• Good punctuality/attendance is promoted at Class Acquaintance meetings in September and regularly through the school newsletters.</li> <li>• Support for students with Special Educational Needs are in place in accordance with DES guidelines.</li> <li>• In September each year class teachers speak</li> </ul>

	<p>directly to parents of any child who missed 20 days or more the year before to encourage improved attendance.</p> <ul style="list-style-type: none"> <li>• Parents are discouraged from taking children out of school for holidays. They are requested to meet with the Principal teacher before taking children out of school for holiday purposes.</li> <li>• Parents are informed in writing when their child has missed 15 days or more.</li> <li>• Efforts will be made to identify and remove, insofar as is practicable , obstacles to school attendance. A whole school community approach will be taken.</li> <li>• Efforts are made to develop links between the school and families of children who may be at risk of developing attendance problems.</li> </ul>
<p>School roles in relation to attendance</p>	<p>Parents/Guardians can promote good school attendance by:</p> <ul style="list-style-type: none"> <li>• Ensuring regular and punctual attendance</li> <li>• Working with the school and the NEWB to resolve any attendance problems</li> <li>• Discussing planned absences with the school</li> <li>• Refraining, if at all possible, from taking holidays during school time.</li> <li>• Showing an interest in their child’s school day, homework and encouraging participation in school activities.</li> <li>• Praising and encouraging their children’s achievements</li> <li>• Instilling in their children a positive sense of self worth.</li> <li>• Informing the school in writing of the reasons for absence from school</li> <li>• Ensuring , in so far as is possible, that children’s appointments (with doctors/dentists etc) are arranged for times outside of school hours.</li> <li>• Contact the school immediately , if they have concerns about absence or other related school matters.</li> </ul> <p>Students:</p> <ul style="list-style-type: none"> <li>• Students have a clear responsibility to attend school regularly and punctually.</li> <li>• Students should inform staff if there is a problem that may lead to their absence.</li> <li>• Students are responsible for passing on absence notes from parents to their class teacher and for passing school correspondence to their parents.</li> </ul> <p>Class teacher will:</p> <ul style="list-style-type: none"> <li>• Maintain the school roll in accordance with procedures</li> <li>• Keep a record of all absences both explained and</li> </ul>

	<p>unexplained</p> <ul style="list-style-type: none"> <li>• Contact parents in instances where repeated absences are not explained in writing</li> <li>• Encourage students to attend regularly and punctually.</li> </ul> <p>The School Principal will:</p> <ul style="list-style-type: none"> <li>• Ensure the school roll is kept in accordance with procedure</li> <li>• Write to parents when their child has missed 15 days.</li> <li>• Inform the Educate Welfare Officer if a child is not attending school regularly, when a child has been absent for 20 or more days, if a student has been suspended for a period of 6 or more days, when a student's name has been removed from the school register.</li> <li>• Inform parents of a decision to contact the Education Welfare officer of concerns regarding a student</li> <li>• Insofar as is practicable, promote the importance of good school attendance among pupils, parents and staff.</li> </ul>
How the Statement of Strategy will be monitored	Attendance rates will be reviewed by the Board of Management on an annual basis.
Review process and date for review	This strategy will be reviewed in September 2020
Date the Statement of Strategy was approved by the Board of Management	September 26 <sup>th</sup> 2017
Date the Statement of Strategy submitted to Tusla	September 28 <sup>th</sup> 2017