

Statement of Strategy for School Attendance CBS Primary, Dundalk, Co. Louth

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| Name of school | CBS Primary Dundalk |
| Address | Chapel Lane, Dundalk, Co Louth |
| Roll Number | 17195M |
| The school's vision and values in relation to attendance | To promote and encourage regular attendance as an essential factor in our pupils' learning and social development. |
| The school's high expectations around attendance | We expect and promote a 95% attendance rate in our school |
| How attendance will be monitored | All attendance will be recorded on Aladdin. HSCL will monitor and track individual children's attendance using the statistics module on Aladdin |
| Summary of the main elements of the school's approach to attendance: <ul style="list-style-type: none"> • Target setting and targets • The whole-school approach • Promoting good attendance • Responding to poor attendance | <p><u>Target setting and targets</u> Set out in our new DEIS Plan Principal, HSCL and SCP meet termly to review targets and target families</p> <p><u>The whole-school approach</u></p> <ul style="list-style-type: none"> • Aladdin Schools Administration Service used for the roll data collection • Every day counts campaign in November run with HSCL and SCP • Class teachers will report any patterns of absence that they observe to Maria Doyle (HSCL) • Maria Doyle (HSCL) will monitor patterns of absence through Aladdin Schools. • Class teachers record late arrival and early leaving on Aladdin. <p><u>Promoting good attendance</u></p> <ul style="list-style-type: none"> • School Calendar posted on Aladdin at the beginning of every year. • An end-of-term class reward for the highest attendance • An end-of-term reward for 95%+ attendance. • Annual attendance campaign in line with national campaigns to promote high attendance. • Termly attendance statistics sent to all staff. • A copy of our Attendance policy will uploaded on the |

school website and sent to parents on Aladdin at the start of each academic year.

- Our Attendance strategy will be highlighted in each termly newsletter.
- Parents advised that children may attend school with minor ailments such as a head cold, but not with fever or vomiting. This is to promote higher attendance while also reducing the spread of flu, Covid, winter vomiting bug etc.

Responding to poor attendance

- Parents will receive an automatic text from Aladdin when absences are unexplained.
- In the case of persistent unexplained absences, HSCL will contact the parents directly.
- Parents/Guardians are notified through text message when their child has absences of 10 days or more, and again at 20 days.
- Parents/Guardians will be informed of their child's attendance record at the beginning of each Parent/Teacher meeting.
- Parents/Guardians are notified on the end-of-year report of the total number of absences during the school year.
- Class teachers will report any patterns of absence that they observe to Maria Doyle (HSCL).
- Maria Doyle (HSCL) will monitor patterns of absence through Aladdin Schools.
- Class teachers will record late arrival and early leaving on Aladdin and patterns of same will be reviewed by Maria Doyle.
- Pupils whose non-attendance is a concern are invited to meet with the HSCL and/or DP and Principal and are informed of the school's concerns.
- Attendance Clinics with Education Welfare Officer (EWO) and Home School Community Liaison (HSCL) to meet with parents of pupils with high non-attendance.
- SCP will take attendance groups from classes where attendance has been highlighted as a concern.
- Under the Education Act, children with 20 days absence or more are reported to the EWO. In such cases, the EWO (following all reasonable efforts by the TESS to consult with the child's Parents/Guardians and the HSCL, SCP and the principal of the school) may serve a 'School Attendance Notice' on any parent who they conclude is failing or neglecting to cause the child to attend the school. A successful case against a Parent/Guardian may result in a fine or imprisonment.
- Reasons for absence are recorded and reported to the TESS during the school year through the online portal.

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| | An annual report is submitted at the end of the school year detailing the overall attendance during the school year. |
| School roles in relation to attendance | Class teacher record attendance HSCL and SCP link in with families with attendance issues School Principal, HSCL and SCP work alongside the EWO |
| Partnership arrangements (parents, students, other schools, youth and community groups) | HSCL, SCP, Parent Committee |
| How the Statement of Strategy will be monitored | HSCL, SCP and Principal |
| Review process and date for review | Attendance Policy review with whole staff annually (First staff meeting of the year) |
| Date the Statement of Strategy was approved by the Board of Management | |
| Date the Statement of Strategy submitted to Tusla | |