**St. John’s N.S.**

**Ballinalee Road,**

**Edgeworthstown,**

**Co. Longford**

**N39 F211**

**(043) 6671620**

**info@stjohnsnsedgeworthstown.ie**

**Statement of Strategy for School Attendance**

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| Name of school | St John’s N.S. |
| Address | Ballinalee Road, Edgeworthstown, Co. Longford |
| Roll Number | 13313s |
| The school’s vision and values in relation to attendance | * Encouraging full attendance where possible
* Promoting a positive learning environment
* Building community support for attendance particularly involving parents in setting high expectations
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| The school’s high expectations around attendance | 1. The school’s ethos, policies and practices effectively combine to support the school’s high expectations around attendance.
2. Pupils are expected to be in school every day that they are fit and well enough to attend.
3. Pupils are expected to complete a full school day.
4. Pupils are expected to be punctual.
5. Parental involvement in school life is encouraged.
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| How attendance will be monitored | 1. Attendance is recorded daily on the Aladdin System.
2. The annual attendance of each individual pupil is recorded on Aladdin, together with information provided in enrolment forms e.g. pupil’s name, date of birth, address etc.
3. All information is uploaded onto the Primary Online Database. (POD)
4. The roll call is taken at 9.20am each day.
5. Numbers of absences are analysed at the end of each term.
6. Parents must complete the Standard Absence Form each time their child is absent from school.
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| 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
 | Target setting and targets: * The school strives for the target of best-possible attendance for each pupil, making allowances for the specific health issues of some pupils

Promoting good attendance: * Parents are encouraged to make good choices in relation to attendance e.g. not taking children on holidays during term time, the importance of keeping a child at home if the child is sick.
* Being vigilant so that risks to good attendance are identified early.

Responding to poor attendance:* Supportive engagement with pupils who are potentially at risk of poor attendance
* Parents are reminded of how many days their child has been absent on the Standard Absence Form which is sent home after each absence.
* A standard letter is sent to parents after a pupil has been absent for 20 days.
* The Student Absence Report is completed and returned to the Educational Welfare Services each December and June for any pupil who has missed 20 days or more.
* The Annual Attendance Report is completed and returned to the Educational Welfare Services at the end of each school year.
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| School roles in relation to attendance | 1. The Board of Management: has the responsibility for the preparation of the ‘School Statement of Strategy for School Attendance’ and for its submission to the Patron. The Board also submits this statement to TUSLA: Education Welfare Services: Child and Family Agency at attendancestrategies@tusla.ie.
2. School Principal: has the responsibility for ensuring the ‘Attendance Policy’ as well as the school’s ‘Statement of Strategy for School Attendance‘ is published on the school website. Teachers and SNAs are engaged in the preparation of the school’s attendance policy and bring their professional expertise to bear in the implementation of the policy to the best effect.
3. Pupils: take a growing sense of personal responsibility for school attendance
4. Parents: have a responsibility to ensure best possible attendance for their children
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| Partnership arrangements (parents, students, other schools, youth and community groups) | All partners will be made aware of the high expectations in regard to school attendance. Consultation will follow when attendance issues arise.  |
| How the Statement of Strategy will be monitored | The Statement of Strategy will be monitored on an annual basis and referred to should attendance issues arise in the course of the school year.  |
| Review process and date for review | This statement of strategy will be discussed and reviewed in light of experience of the previous school year at the first Board of Management meeting of the school year. |
| Date the Statement of Strategy was approved by the Board of Management | Tuesday 4th April 2017 |
| Date the Statement of Strategy submitted to Tusla | June 19th 2017 |
| Date the Statement of Strategy was reviewed by the Board of Management | Wednesday, 25th October, 2017Thursday, 17th October 2019Friday, 8th October 2021Wednesday, 19th October 2022Thursday, 12th October, 2023 |

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Chairperson of Board of Management**

**Signed \_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Principal**