

Attendance Policy

Statement of Strategy for School Attendance



St Benignus NS, Balscadden

1.0 Introduction

St Benignus NS, Balscadden is committed to ensuring that every child receives a quality education. We want to work with parents/guardians to ensure that we support their child's learning in whatever way we can. The school has always maintained a high standard with regard to pupil attendance and it is one of the objectives of this policy to maintain and improve those standards.

2.0 The policy's relationship to the school's mission statement and ethos

St Benignus NS aims at promoting the full and harmonious development of all aspects of the pupil: intellectual, physical, cultural, moral and spiritual, including a living relationship with God and other people. We endeavour to equip each child with the skills and positive self-esteem to empower them to contribute to their community and become lifelong learners. We believe that a good attendance record is essential for achieving that goal.

3.0 Positive Approach

3.1 Our Code of Good Behaviour sets out our goals in terms of encouraging a positive environment in the school. It is essential that the children in our school enjoy coming to school. The policies in our Plean Scoile are all geared to that end.

3.2 Events will be organised in co-operation with the Parents' Association to encourage and foster a positive attitude to school, for example a visit from a magician, exotic animals handler, skipping expert etc.

4.0 Monitoring Absences and lateness

4.1 Absences will be recorded by class teachers on the Databiz IT system. Absences will be categorised according to type. These absences will be monitored by the school secretary and the school principal.

4.2 Absences will be checked for all pupils at the half way point or the year. Any pupils who have exceeded 10 absences at the half way point of the year will be sent a letter (Appendix 1) to inform them.

4.3 The school aims to taking an assistive approach to children who are absent or late to school on a regular basis. When a child reaches 20 absences or above at the end of one of the TUSLA reporting periods, a letter (Appendix 2) attached to this policy will be sent to the parents/guardians. We will use this letter as a springboard for assisting the parents/guardians of the pupil to improve the child's attendance record.

4.4 Absences and punctuality will be recorded in the Annual Report Card sent to parents/guardians in June every year.

4.5 The school asks for co-operation from parents **not** to take their family holidays during the school calendar. Pupils who miss time from school due to family holidays will miss out on the school work completed during that time. The school finds that pupils who take family holidays during school time are disrupted both socially and academically when they return. Pupils will not be given school work to complete while on a family holiday during school time. Pupils can be deprived of experiencing enjoyable annual school events with their classmates due to family holidays during the school calendar (e.g. Sports Day, Active Week, school tour, graduation ceremony, sports finals). In the current economic climate we all realise that a good quality education is more important than ever.

4.6 This school policy will be submitted to TUSLA as the Statement of Strategy for School Attendance upon ratification by the Board of Management.

Reviewed 21/5/2012

November 2013

Last reviewed October, 2017.

This policy was adopted by the Board of Management on _____ (date)

Signed: _____
Chairperson of the Board of Management

Signed: _____
Principal

Date: _____

Date: _____

St Benignus NS, Balcadden, Balbriggan, Co. Dublin. Roll Number 09492w.