

Scoil Oilibhéir Naofa Junior School

Bettystown, Co Meath, A92 H762

Roll No: 20216L

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Principal – Maria White

Deputy Principal – Amy Boylan



ATTENDANCE POLICY

STATEMENT OF STRATEGY FOR SCHOOL ATTENDANCE



Statement of Strategy for School Attendance

Vision and Values

At Scoil Oilibhéir Naofa we aim to ensure that each child reaches their full potential in all areas of learning and development. In order for this to happen it is essential that all children attend school as much as possible. We encourage and promote good attendance and punctuality. We aim to build a culture of high expectations for each student's learning, participation and attendance.

Aims

- To raise awareness of the importance of regular school attendance and punctuality.
- To ensure that the school has procedures in place to promote attendance and punctuality.
- To ensure there is a standard system in place for keeping records about arriving late, leaving early, attendance and non-attendance.
- To identify pupils who may be at risk of developing school attendance problems.
- To develop links between the school and the families of those children who may be at risk of developing attendance problems.
- To ensure compliance with relevant legislation, circulars and statutory guidelines.

Punctuality

School begins at 9.00am. The school gates are open from 8.50 am and children can enter the school hall from this time. The entry doors to the hall will be closed shortly after 9.00 am. If a child arrives at school after the doors have closed, it is the duty of the parents/guardians to ensure that the child enters school safely.

Monitoring Attendance

With the introduction of the Primary Online Database (POD), we record pupil enrolment and attendance details in electronic format. Each teacher will record attendance/absence on the system by 10.00 am daily. Parents should enter the reason for a child's absence on Aladdin.

Attendance Targets

We at Scoil Oilibhéir Naofa are committed to promoting good attendance. Regular attendance has a significant impact on a child's success at school. To achieve this, a high level of attendance must be maintained throughout the whole year.

In the 2023/24 school year we aim to:

- Improve our annual attendance figure by 2 % (89.8% to 91.8%)
- Focus our efforts on improving the attendance of chronic attenders (last year's top 10) by monitoring their attendance and meeting with parents when necessary.
- Reduce the number of chronic attenders from 8 to 3 (those who have missed 50 days or more).
- Reduce the highest absent rate from 77 days to 50 days

Whole School Approach

There will be regular communication between parents and the school regarding absenteeism and punctuality. We will support and work with parents in cases where children have poor attendance.

Promoting Good Attendance

- Class teachers and Principal will give praise for good attendance and punctuality.
- Children who have a poor attendance record and their families will be supported in an effort to improve their attendance. Nurture will be considered an option for children with poor attendance records where appropriate.
- The Principal will meet with the parents of the three most chronic poor attenders at the start of the school year

Responding to Poor Attendance

- The teacher will follow up on absenteeism notes
- Parents will be sent a text after their child has reached 10 absences through the Aladdin attendance system
- A text will be sent to parents again when a child reaches 15 absences.
- A letter will be sent to parents when their child has reached 20 absences. The school must notify the Education Welfare Officer when a child is absent 20 days or more
- If a child reaches 20 absences, they will then receive a text every day that their child is absent asking them to contact the school

School Roles

The School Principal will:

- Ensure that the school register is maintained in accordance with regulations
- Promote the importance of good attendance and punctuality among pupils, parents and staff
- Comply with the provisions of the Education Welfare Act
- Meet with parents of chronic poor attenders
- Explore with parents how school can support attendance

The Class Teacher will:

- Encourage good attendance and punctuality – discuss with parents as required
- Record attendance details each day.
- Request parents explain absences on Aladdin.
- Inform the Principal of any concerns he/she may have regarding the attendance of any child in relation to absences/ punctuality

This statement was reviewed on 6th December 2023.