



Statement of Strategy for School Attendance

Coolmine Community School, Clonsilla, Dublin 15

School Roll Number: 913150

Vision and values in relation to attendance

We strive to create an atmosphere of mutual respect which promotes excellence in all aspects of school life and allows individuals to realise their full potential.

As a school community, we believe that;

- There is a direct relationship between a student's success (academic or otherwise) and regular attendance in school.
- Students who have a good attendance record enjoy their school experience more than those students who do not attend school regularly.
- A school day missed is an opportunity to learn something new.

The school's high expectation around attendance

The school endeavours through its attendance policy to generate an awareness of the direct relationship between student achievement and regular attendance at school. The policy promotes personal responsibility and autonomy with respect to student's attendance and encourages students to attend school. The policy also identifies students at risk of not realising their full potential due to poor attendance. It includes remedial measures to improve communication with parents/guardians in this regard.

How attendance is monitored

- Daily tuition commences at 8.45am and students follow their timetables for the remainder of the day. Student should be in the school building by 8.40am each morning to get to lessons in time.
- Teachers record student attendance using VShare at the start of each lesson.
- The roll calls recorded during period 1 at the start of the day and period 7 after lunch are the student's official attendance for the day.
- Monthly reports on student attendance are shared with the relevant Year Head and the Pastoral Care Team.
- Parents can monitor attendance by accessing the attendance tab in the VShare App

How attendance/engagement is monitored in the event of a Covid 19 school closure

- Individual teachers monitor and record engagement in lessons in the event of a school closure due to Covid 19.
- In the event of non-engagement in remote learning, teachers will contact parents through email.
- Where a student is ill during the school closure and is unable to engage with online learning, Parents can submit an absence note through the VShare app.



- Where there is no engagement in remote learning, the school will communicate with parents/guardians directly to address any issues and support remote learning.

The Whole School Approach

- Students are informed of their class attendance every month with the publication of the class attendance figures displayed in the canteen. Students are informed of their class attendance every month through their Caomhnóir. Targets can be set within Caomhnóir groups to promote attendance.
- Students are spoken to about their attendance during assemblies and other meeting throughout the year.
- Students attendance is highlighted every month (Perfect Attendance and Best Attender) and during special school events such as JC prize-giving and Merit Awards.
- Students are rewarded for their attendance throughout the year (Certs/merits in VSware), during the Christmas period and at the end of the school year celebrations.
- Students are challenged to maintain good attendance and to improve upon poor attendance (Target setting in Caomhnóir)
- Students are encouraged and motivated to attend at times of the year when a dip in attendance is noted using positive reinforcement and positive initiatives.

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
- Dedicated School Refusal Pathway

Target setting and targets

- 2021/2022 Maintain good records, taking into account Covid related absences and provide accurate Covid returns to TESS.
- 2021/2022 Positively reinforce good attendance by rewarding students monthly (VSware points) and at the end of term 1 with certificates and small gift.
- 2021/2022 Implement the school refusal pathway system.
- 2021/2022 Improve attendance rate by 10% within each year group by using targeted positive interventions at a whole year, class and individual level.

Promoting good attendance

- Students attendance is highlighted every month during special school events such as JC prize-giving and LC prize-giving and merit awards.
- Students are rewarded for their attendance, during the Christmas period and at the end of the school year celebrations.
- Perfect attendance certificates and VSware points are administered monthly
- Target setting for classes based on attendance in Caomhnóir groups



Responding to poor attendance

- If a student has accumulated 10 days of unexplained absences, the school endeavours to address the situation by communicating with parents/guardians.
- Written, telephone and text messages are used in the school to alert parents/guardians
- Meetings are held between students, parents/guardians and relevant staff with regard to individual attendance records.
- Monitor the students' attendance using the blue card system.
- Communicate with relevant external agencies in relation to students' attendance.

The School's roles in relation to attendance

The School's roles in relation to attendance is informed by;

- Our mission statement.
- The Education Welfare Act (2000).
- Our Code of Behaviour.
- Issues relating to attendance are communicated with parents, students, staff and other agencies.

Partnership Arrangements (Parents, students, other schools, youth and community groups)

School

Under the Education Welfare Act (2000) school managers will adopt a proactive approach to school attendance by:

- Maintaining a register of students attending the school.
- Recording school attendance and notifying the relevant EWO of particular problems in relation to attendance
- Supporting students who have difficulties attending school on a regular basis.
- Preparing and implementing a school attendance strategy to encourage, in a positive way, regular school attendance and an appreciation of learning within the school.
- Preparing and implementing a code of behaviour setting the standards of behaviour and disciplinary procedures for the school.
- Liaising with other schools and relevant bodies on school attendance issues.

The school is obliged to report to TUSLA when:

- The school decides to expel a student.
- A student has been absent for more than 20 days or more cumulatively in the school year.
- A student has been suspended for 6 days consecutively.
- The school must prepare a Student Absence Report, this information must be submitted twice a year, in summary format, for all students.



Students

The Act safeguards every child's entitlement to an appropriate minimum education by;

- Developing a national framework to promote regular attendance at school.
- Promoting a positive appreciation among students of the benefits to be derived from education and attendance at school.
- Identifying the causes of absenteeism and early school leaving and developing measures for its prevention.
- Providing support to children at risk and those who experience difficulties or impediments to their regular attendance at school.

Parents

- Parents shall send their children to a recognised school on each school day or otherwise ensure that they are receiving an appropriate minimum education.
- Where a child is absent from school on a school, the parents shall notify the principal of the school of the reasons for such absence through the VShare app
- Parents will be contacted by school management on school attendance issues and on the school code of behaviour.

In order to support our students in their education, parents/guardians are expected;

- To ensure excellent attendance and punctuality
- Where possible, to make appointments for medical treatment outside of school time.
- To respond to communications from the school regarding attendance
- To regularly monitor attendance on the VShare app.
- To write a note of explanation in the VShare app if:
 - The student is late
 - The student is returning to school after being absent
 - The student needs to leave school for an appointment

How the strategy will be monitored Annually

Review process and date for review 02/06/2022

Approved by the B.O.M. 02/07/2021

Date submitted to TUSLA: 06/11/21