



Attendance Policy



Scoil Eoin Balloonagh Primary School

1. Introduction

Scoil Eoin Balloonagh is committed to providing a supportive and engaging learning environment that promotes regular and punctual attendance for all students. We recognize that consistent school attendance is crucial for academic success, personal development, and social wellbeing. This policy is developed in accordance with the "Developing the Statement of Strategy for School Attendance: Guidelines for Schools" by Tusla Child and Family Agency.

2. Rationale

Regular school attendance is essential to ensure that students achieve their full potential. Our policy aims to encourage and support students and families in maintaining high levels of attendance, while also addressing barriers that may prevent regular attendance.

3. Aims of the Policy

- To promote a positive school culture that values regular attendance.
- To develop and implement strategies that encourage and support good attendance.
- To identify and address patterns of poor attendance at an early stage.
- To ensure compliance with legal requirements under the Education (Welfare) Act 2000.

4. Promoting Good Attendance

At Scoil Eoin Balloonagh, we believe in fostering a school environment where students feel motivated and supported to attend regularly. Our strategies include:

4.1 Positive Reinforcement and Rewards

- **Attendance Certificates:** Termly and Annual attendance certificates will be awarded to students with full attendance. Further certificates will be awarded to students with significantly improved attendance.
- **Class Rewards:** Classes with the best overall attendance each month will receive a group reward, such as extra playtime or a special activity. To be announced at monthly School Assemblies.
- **Attendance Celebrations:** At the end of the year, students with full attendance will be celebrated during a special assembly. An ice-cream van will be organised in June of each year to acknowledge the commitment of the childrens' attendance.

4.2 Creating a Welcoming and Inclusive Environment

- **Engaging Curriculum:** Providing a diverse and stimulating curriculum that meets the needs and interests of all students to increase engagement and attendance.
- **Pastoral Care:** Ensuring that every student feels safe, valued, and supported within the school environment.

4.3 Parental Engagement

- **Regular Communication:** Keeping parents informed about their child's attendance through regular reports, meetings, and phone calls when necessary.
- **Individualized Support Plan:** Involve parents in the implementation of the individualized attendance plan with their child/children

4.4 Support for Students with Attendance Challenges

- **Early Intervention:** Identifying students with attendance issues early on and working with them and their families to develop an attendance improvement plan.
- **Individualized Support Plans:** For students with significant attendance difficulties, personalized support plans will be created, which may include mentoring, or referral to external agencies. (see Appendix 2)
- **Flexible Arrangements:** Where appropriate, the school will consider flexible arrangements to accommodate students with legitimate reasons for absences, such as medical needs.

5. Monitoring and Recording Attendance

- **Daily Monitoring:** Attendance will be taken at the beginning of each school day. Teachers will record absences on Aladdin.
- **Regular Review:** The Principal & Attendance Officer will regularly review attendance data to identify trends and intervene early.
- **Reporting:** The school will comply with statutory requirements by reporting attendance data to Tusla as required by law.

6. Addressing Absenteeism

- **Communication with Parents:** In cases where a student's attendance falls below 90%,(in a half term) the school will communicate with parents to discuss the reasons for absences and provide support to improve attendance.
- **School Absence Letters:** If a student's attendance does not improve after initial communication, formal letters will be sent to parents, emphasizing the importance of attendance and offering further support. (see Appendix 1)
- **Referral to Tusla:** Persistent absenteeism (20 or more days in a school year) will be reported to Tusla, as mandated by the Education (Welfare) Act 2000.

7. Roles and Responsibilities

- **Principal:** Overall responsibility for the implementation of the attendance policy and compliance with statutory requirements.

- **Attendance Officer:** Promotes attendance on a whole school level, supports class teachers and families in addressing attendance issues.
- **Teachers:** Daily monitoring of attendance, fostering a classroom environment that promotes regular attendance, and communicating concerns to parents and to the Principal.
- **Parents/Guardians:** Ensuring their child attends school regularly, communicating with the school about absences, and engaging with support offered by the school.
- **Students:** Attending school regularly and on time, and participating actively in school life.

8. Evaluation and Review

This policy will be reviewed annually to assess its effectiveness in promoting regular attendance. Feedback from staff, students, and parents will be considered during the review process, and necessary adjustments will be made to improve the policy.

This policy was ratified by the Board of Management on 25-09-2024.

Review Date: September 2027

Signed by: Ena Geary

Mrs. Ena Geary Chairperson B.o.M.