

Holy Trinity NS School Attendance

Aims

1. To promote the full learning potential of pupils by encouraging regular attendance at school.
2. To identify those pupils who are at risk of irregular attendance at the earliest opportunity.
3. To promote regular attendance by positive reinforcement.

Strategies

Each Class Teacher to regularly inform pupils of the benefits of consistent attendance at school.

We monitor all pupils' attendance by:

- (a) regularly scrutinising attendance roll on Aladdin.
- (b) discussion at staff meetings and informally during break.

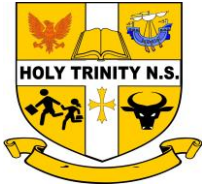
We endeavour to identify, at the earliest opportunity, those pupils who may be at risk by adapting the following strategies:

- (a) Be aware of family history of absenteeism with a record of attendance;
- (b) Monitor pupils who, by reason of disadvantage, may not be motivated to attend school regularly at school;
- (c) Where parental indifference may be a factor, make every effort to inform parents of the advantages of good attendance record.
- (d) If sickness is a cause of absenteeism, adopt a sensitive and understanding approach.
- (e) Remind pupil that they must produce written explanation for non-attendance.

Inform parents of the importance of role of TUSLA Educational Welfare Services and school reporting requirements.

- (a) At meeting of Parents of New Entrants
- (b) At Parent/ Teacher Meetings
- (c) By circular to parents at the beginning of the school year.

When a problem has been identified contact parents at the earliest opportunity, explain how the child is being affected, and offer suggestions of how to improve.



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Regular monitoring, reviewing and updating of school policies in order to cultivate a friendly, inclusive and productive learning environment e.g. Behaviour and Discipline Policy, Bullying Policy, Equal Opportunity Policy and other School Policies as they apply.

Inform B.O.M. of problems relating to non-attendance as per the terms of the Child Welfare Act.

Absenteeism

Children are not allowed home early at any time without a written request, email or telephone call from the parents or guardians, or without being collected in person by a responsible adult. At all times, permission to leave the school premises must be granted by the School Principal or by another member of staff, designated by the Principal in her absence. If, due to illness, or any other cause, a child is absent from school, an explanatory note, email or telephone message should be forwarded to the class teacher. In the case of medical or dental appointments, the class teacher or principal should be informed.

If a pupil is absent for 20 days or more in a school year we are obliged to report this on TUSLA School Absence Reports.

Ratified 2017
Reviewed 2019
Reviewed 2023

_____ Date
next review 2026