

Attendance Targets 2018/19	
Attendance	<p>Review</p> <p>Average monthly attendance for 2017/2018 is 92.3%, for 2016/2017 is 91.6%, and for 2015/2016 is 91.6% and for 2014/2015 is 91.3% This year we were .2% away from our target with an increase of 0.7% on the last academic year. Although this improvement is small, it is progressing in a positive manner.</p> <p>Absent 20 days or more: In 2017/2018 school year 22.2% of pupils missed 20 days or more. In the 2016/2017 school year 25.1% of pupils missed 20 days or more. We have worked closely this year with parents/guardians when attendance becomes a concern. Interventions are limited in relation to absenteeism in September/June due to children returning to grandparents for the summer months. An improvement of almost 2% is positive and we hope we can sustain this, if not improve on it.</p> <p>Punctuality: 2017/2018 school year: Children approximately 638 hours late for school this year. On average that is 2.5 hours late per pupil. 2016/2017 School year: Children were approximately 482 hours late for school this year. On average that is 2.4 hours late per pupil. This year the accurate recording of punctuality was a regular discussion at staff meetings. It came to light that not all staff were recording tardiness; therefore 2017/2018 figures are more accurate than previous years. It remains a regular topic at staff meetings, and staff with siblings ensure records are accurate. With continued staff diligence, and intervention, we hope this figure will improve next year.</p> <p>Absences on Fridays/Mondays. In 2017/2018 Monday and Friday absences totalled 1200 days (4.7 days per child). In 2016/2017 Monday and Friday absences totalled 707 (3.5 days per child) and in 2015/2016 Monday and Friday absences totalled 604 (3.3 per child). This year there was a significant increase in absenteeism on a Monday and Friday which is concerning, considering there was an overall increase in attendance this academic year.</p>
	<p>Target(s)</p> <p>Increase average monthly attendance by 0.7% to 93% by the end of 2018/2019.</p> <p>Reduce average tardiness by 0.5 hours per child.</p> <p>Decrease absences on Fridays and Mondays to an average of 3.5 days per child.</p> <p>Encourage all parents to download the school app and monitor their child's attendance and punctuality.</p> <p>Support staff to meet with parents when attendance and punctuality becomes an concern.</p>
	<p>Action(s)</p> <ul style="list-style-type: none"> • Encourage parents to download the school app. • Encourage parents to regularly use of the school app to monitor their child's attendance and punctuality. • Encourage parents to give reasons for absenteeism via the app and/or communication with class teacher/office • Teachers to discuss attendance and punctuality at planning meetings and bring any concerns to Principal. • Teachers to schedule meeting with parents when attendance/punctuality becomes a concern • Attendance and punctuality to be a discussion topic at bi-annual parent teacher meetings and emphasised at parent information meeting in September. <ul style="list-style-type: none"> • Ensure it is known that children should arrive to school at 8.20am and classes commence at 8.30am • Maintain 2 bells in the morning. 1st bell at 8.28am – teachers must get up and make their way to the basketball courts. Teachers should be on yard for bell at 8.30am. • Lateness will continue to be recorded by parents in "late arrivals book" in office. • Class teachers are responsible for updating tardiness on Aladdin. Teachers must be mindful that sibling records should be the same. • I pads purchased for teachers to enable accurate recordings during teaching time.

POWERSTOWN ETNS SCHOOL PLAN 2018/2019: ATTENDANCE & PUNCTUALITY

	<ul style="list-style-type: none"> • Maintain procedures for daily monitoring of attendance; roll call at 9am • Maintain procedures for immediate response to absences; text sent to parents who have not explained absences at 9.30am, parents receive a text when their child has missed 10, 15 and 20 school days. • Maintain procedures for termly response to absences and punctuality; emails sent home termly to parents detailing absences and punctuality record. • Initiate individual plans to assist parents and pupils whereby children are regularly absent and/or late. • Staff informed of need for monitoring same. If concerns arise, class teachers must make an appointment to meet with parents and discuss. If progress is not noticed, a second meeting is scheduled with CT and principal/deputy principal. If concerns still remain parents informed in detail of the role of EWO and school's obligation to make a referral 	<ul style="list-style-type: none"> • Raise parental awareness of importance of good attendance and involve parents in strategies to improve attendance and participation rates. • Publish good attendance updates on the school website and Facebook page, e.g. class attendance statistics and share same at family assembly. • Photo of students with 100% attendance at family assembly • Monthly award for best class attendance • Termly awards for 100% attendance in the term. • End of year awards for 100% attendance.
Monitoring	<ul style="list-style-type: none"> • Class teachers closely monitor their class attendance and have responsibility to identify any pattern in absenteeism e.g. absent on Mondays/Fridays. • Principal and ISM review attendance targets monthly and compared to attendance for the same month for previous year. Same reported at BOM meetings. • Punctuality record reviewed monthly with average calculated. Same reported at BOM meetings and ISM meetings. Records are compared with baseline and targets. • Staff discuss any concerns with principal. • Staff to arrange meeting with parents as soon as a concern arises, and notify parents of concerns in writing via Aladdin. • If concerns persist after meeting with parents, teacher to notify principal who will schedule a meeting. After meeting a support plan will be put in place for child/family. • Discuss any concerns with EWO, Nyree Fitzpatrick. 	
Evaluation	<ul style="list-style-type: none"> • Using baseline and targets as guide, we will complete an annual review in June 2019 and compare results with baseline and targets. • An action plan will be devised, identifying lessons learned for future planning and development 	