

**Statement of Strategy**

**for School Attendance**

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| Name of school | Ramsgrange Community School |
| Address | Ramsgrange, New Ross, Co. Wexford |
| Roll Number | 91431Q |
| The school’s vision and values in relation to attendance | **Ramsgrange Community School is a welcoming, open and inclusive school. Our aim is to develop each student as a whole person by promoting an atmosphere of respect, honesty and fairness in which all the school community can achieve their full potential.** The school’s vision is respect, community and success. This mission and vision permeate all facets of school life including the promotion of attendance**.** The school values that every student attends school every day to reach his/her full potential. We promote a whole school approach in relation to attendance; the student, the parent, the class tutor, the subject teacher, the year head, the deputy principal and the principal all play a key role in striving for excellent attendance. |
| The school’s high expectations around attendance | Ramsgrange Community School expects that students attend school every day and that they would attend all their classes each day. A student should only be absent from school if it is extremely necessary. A written reason for absence is required upon immediate return to school. |
| How attendance will be monitored | A register of all students who have been enroled in to the school is maintained by the principal. Attendance is taken daily by the principal/ deputy principal first class in the morning. The attendance details are monitored daily by the school’s attendance officer. Parents of students who are absent are contacted each morning by the attendance officer. All explanations /phone calls /notes are recorded on the VSWARE system. (e.g sick, family, holidays). Names of students who have not explained absence are taken and these are followed up with when the student returns.  On a weekly basis an up to date cumulative report of students’ absences is given to Year Head which in turn is given to the Tutors for follow up at tutor meetings. The tutors then speak to target students and set individual targets with those students for the following week.  Attendance graphs/bar charts compiled weekly for each year’s attendance are displayed around the school. Names of Students who have been absent for a few days with no explanation are given to HSCL who follows up. There are monthly attendance meeting with P, DP, HSCL and the attendance officer.  On a termly basis, letters are sent out when students miss over 10 days. Certificates are given out at assemblies to students who have no absences, and students who have had 2 days or less absences are entered in a draw. Parent/ Teacher meetings- attendance notices and absence figures are displayed for all years. Reports are made to TUSLA, four times a year. School reports at Christmas and Summer include no of days absent. Awards day at end of school year- students are awarded for excellent attendance. Deputy principal meets with all year heads every fortnight and identifies target students and discusses suitable interventions. The link between attendance and attainment is conveyed to students through tracking both in the school journal, and to the parents through texts and posters at PTM’s. |
| 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 | **Target setting and Targets**  Targets are reviewed on an annual basis at the DEIS attendance review meeting. The Data gathered includes   1. Absence rates 2. List of poor attenders 3. Number of suspensions and expulsions     Our targets currently are as follows:   1. That the total percentage of students who have unexplained absence is reduced to less than 25%.   2017/18 it was 36%.   1. To reduce the number of students arriving to school late on more than 5 occasions in one year to less than 30 (8.2%) students.   2017/2018 it was 36 students (11.2%)   1. To reduce the number of students who miss more than 20 days to 12.5%   2017/2018 it was 12.5%   1. To reduce the Average number of days missed per student to less than 11.5 days   2017/2018 it was 15 days.   1. Number of students who lost days through suspension to less than 15 students   2017/2018 20 students were suspended  **The Whole school approach.**  Ramsgrange has a welcoming, open and inclusive culture.  Continued commitment to make the school as safe as possible for all students with work on anti-bullying awareness, LGBT awareness, child protection procedures.  Health awareness and promotion of healthy living through SPHE programme. The provision of breakfast and lunch for all students.  Encouragement of parental involved in all aspects of school life. Discussion of the importance of attendance at all parent evenings & meetings.  Comprehensive transition programme from primary to secondary to help all students settle in well in the initial few months.  JCSP, LCA & TY programmes offered to cater for all students’ needs.  Mentoring programme provided by both teachers and senior students.  Homework club and supervised study provided.  Care Team and student support team liaise with tutors and year heads.  **Promoting good attendance**  Good attendance will be promoted at all meetings with parents and also at student assemblies.  Links between good attendance and attainment will be promoted at all opportunities.  Text messages promoting good attendance are sent to parents. Attendance figures are available on all school reports.  A wide array of extra-curricular activities is provided for students in order to enhance their enjoyment of school.  Rewards are in place for good attenders at assemblies and Awards Day.  Weekly rewards for previously poor attenders to modify behaviour if they achieve 5 full days attendance each week.  Attendance league between year groups is displayed each week around the school.  **Responding to poor attendance.**  Extra resource hours put in place to help with numeracy and literacy if required.  BFL will work with students where behaviour is a problem.  SCP key worker will meet with students at risk to review and meet their needs.  Interventions are put in place where required i.e CAMHS referral, BFL referral, Counselling, GP referral, rewards, meetings with parents, extra resources etc.  Making students' aware of no of days that they have missed and setting individual short-term targets with them. Students track this in their school journal. |
| School roles in relation to attendance | Board of Management- ratifying attendance strategy and DEIS attendance plan  Principal- collecting roll, sending letters, meeting with parents, part of attendance team, liaising with external agencies.  Deputy Principal- collecting roll daily, meeting with year heads, part of attendance team, monitoring students arriving late, meeting with students and parents.  HSCL Co-ordinator- visiting families, meeting with students, promoting parent involvement within the school, part of the attendance team.  Student support Team- putting interventions in place  Care Team- putting interventions in place  Attendance Team- monitoring and reviewing targets and target students.  SCP attendance Officer- collecting and collating all information in relation to attendance.  SCP key worker- putting interventions in place for target students  Year Heads- following up with tutors in relation to target students.  Class Tutors- monitoring daily and weekly attendance, meeting with target students weekly.  Subject Teachers- keeping an up-to-date roll  Parents- ensuring son/daughter attends school every day where possible.  Students- attend school every day. |
| Partnership arrangements (parents, students, other schools, youth and community groups) | Parent Volunteer groups  Student Council  Feeder Schools  South West Wexford School Completion Programme  Other DEIS Schools  Youth New Ross  TUSLA Social Work Department  Education Welfare Officer  CAMHS  Local GPs |
| How the Statement of Strategy will be monitored | Late stamps will be monitored on a Termly basis – repeat offenders will be spoken to in the first instance and then contact will be made with home Attendance Officer and Deputy Principal. Attendance Officer updates the Principal and Attendance Team when students are missing for a number of days without explanation and contact is made with Parent/ Guardian. NEWB Forms returned. Attendance Officer at Student Attendance Team Meetings. Attendance Figures will be looked at on an ongoing and annual basis. Any patterns e.g. familial will be identified and interventions put in place. Interventions will be monitored, and their effectiveness discussed at annual review meetings. The Principal will continue to send letters to those that miss certain amount of days. The Attendance Officer will continue to inform Principal of ongoing absences. The Attendance Officer will continue to send texts and make phone calls home. Home visits from the HSCL will continue.  Attendance Team will continue to meet fortnightly and do a full review on an annual basis. |
| Review process and date for review | 6th December DEIS attendance core team meeting  An annual review of attendance strategy will take place in December each year for full review.  Strategy was reviewed on 12th December 2018 |
| Date the Statement of Strategy was approved by the Board of Management | 5th December 2017 |
| Date the Statement of Strategy submitted to Tusla | 6th December 2017 |