



STATEMENT OF STRATEGY FOR SCHOOL ATTENDANCE 2026/2027

Athboy Community School -91517 D

Mission Statement

Athboy Community School prides itself on creating a safe, caring, creative and culturally diverse environment and on offering an innovative curriculum which challenges students to achieve their full potential.

We promote an open culture in which relationships between staff and students are prioritised.

We commend and reward positive behaviour and encourage student participation in all aspects of school life so they can flourish academically, physically, emotionally, spiritually and psychologically.

“Mol an Óige agus tiocfaidh sí”.

Vision and Values

Athboy Community School is committed to providing a supportive and enriching learning environment for all students. Our core values of **care, inclusion, safety, creativity, and respect** underpin all aspects of school life. Integral to achieving our educational objectives is the consistent and active participation of every student. Therefore, we aim for **full attendance** for all students, recognising its critical role in academic success and personal development.

High Expectations for Attendance

Athboy Community School maintains high expectations regarding student attendance. Regular attendance is directly linked to improved student attainment, enhanced learning outcomes, and the development of essential life skills. Students are expected to attend all scheduled classes and school activities.

Parents/Guardians are required to communicate all absences promptly via the school app. This ensures accurate record-keeping and allows the school to provide appropriate support to students upon their return.

How attendance will be monitored

- Real – Time Attendance Tracking: TYRO enables teachers to mark attendance quickly and efficiently. The system allows for immediate updates, ensuring that attendance records are accurate and up-to-date.
- Tyro generates detailed reports on student attendance. These reports can be shared with parents/guardians and students providing them with valuable insights.
- The attendance officer monitors overall attendance and Year Heads send App Notifications letters to parents/guardians relating to absentee concerns
- The Year Head monitors attendance in their respective year groups and makes referrals through the Tusla Portal. Any student absent 20 days or more are referred to the EWO through the designated referral process.
- Phone calls to parents/guardians after three days absences are made by the class tutor and Notifications may be sent at 5 days, 10 days and at 20 days. A registered letter may also be sent at 20 days.
- Meetings are held with parents/guardians in relation to any student that presents as an absentee concern. A meeting must be held before referral through Tusla Portal.

Summary -Main elements of approach to attendance

- Target setting and targets
- The school wide approach
- Promoting good attendance

Summary -Main elements of approach to attendance

Responding to poor attendance

As per the Education (Welfare) Act 2000 Section 22 requires the Board of Management prepare and submit to Tusla a Statement of Strategy for School Attendance

Target Setting and targets

- Targeting and profiling of students before arrival in First year through meetings with SENCO and Primary school together with school passport information as part of Transition process.
- Analysis and evaluation of attendance record annually
- Review of support interventions accordingly
- Reduce unexplained absences
- Reduce lates and explained absences

The School Wide Approach

- Daily attendance recorded by all class teachers
- Monitoring of signing out trends of students by Attendance Coordinator
- Promotion of use of Tyro by parents to record absences, sign ins/ sign outs.
- Regular communication with parents/guardians re attendance/lack of / reluctance
- Student attendance & punctuality monitored by Attendance Coordinator
- School attendance statistics reported to Tusla in accordance with guidelines
- Holidays during school time are strongly discouraged
- Promotion of regular attendance at Assemblies and Tutor time throughout the year as well as a dedicated Attendance Awareness weeks for whole school community.
- Praising student's achievements by class and individuals
- Student Voice
- Care team meetings

Promoting good attendance

- API Attendance Coordinator
- Nurture Programme
- Dedicated Attendance Awareness Week
- Regular updates to parents re whole school attendance data
- Relevant curriculum and Tutor Time
- Suitable and varied teaching methodologies
- Team teaching
- JC & LCA programmes
- Tyro
- Accurate Register – Deputy Principal will monitor.
- Co-curricular & extra-curricular activities
- Pastoral care
- Rewards & prizes for good attendance. Class treat for most improved each month at assembly, Certificates at end of Semester for 90 % and above, Class pizza party for best class attendance by Easter, end of year Awards Ceremony – 95 % or above – award.
- Asset Portfolio to improve engagement
- Responding to Poor Attendance
- Phone calls home from Class tutor if a student is out for more than three consecutive days
- Phone calls and meetings with Year Head and parent if absenteeism persists
- Referral to Care team including Ann and Guidance Counsellor and Chaplain.
- Referral to Tusla after twenty days absent preceded by Registered letter home to parents
- Meeting between EWO, parent & Care Team member (s) to discuss students absent more than twenty days.

School roles in relation to attendance

The role of the student

The student will:

- Take responsibility for attending school everyday
- Attend all classes throughout the school day
- If late, sign in on KIOSK beside the office
- Participate fully in the curricular programme of Athboy Community School
- Catch up on work missed if an absence has occurred
- Avail of the supports and pastoral care systems on offer throughout the school when offered and necessary
- Monitor attendance on Tyro for accuracy

The role of the parent

Parents/Guardians will:

- Ensure regular and punctual school attendance
- Communicate with the school in relation to any absence of a student due to illness or otherwise. This is done through Tyro.
- The Tyro app facilitates seamless communication between the school and home. parents/guardians can access real-time updates on their son/daughter's attendance and academic performance, ensuring they are always informed and engaged.
- Attend any meetings scheduled by school authorities in relation to absence concerns

The role of the subject teacher

Subject teachers will:

- Record the attendance on Tyro including attendance at extra/ co curricular activities.
- Edit the roll if the student is late, with Care Team/ Lena/ SA / TBK and SBK.
- Record roll on trips and amend as information becomes available.
- Check the attendance of the class for the previous period on Tyro and report any inconsistencies to the office, year head and attendance officer immediately.
- When taking a substitution class, take the roll.

The role of the class tutor

Class Tutors will:

- Take the roll on Tyro at each Tutorial time and Assembly.
- May Phone home after three continuous days of unexplained absences.
- Liaise with the relevant Year Head to promote regular attendance.
- Celebrate any achievements e.g. Most Improved Class of Month.

The role of the Year Head

Year Heads will:

- Monitor attendance & punctuality of every student within their year group
- Check on attendance of students at the weekly Tutorial Meeting and identify any worrying trends as early as possible.
- Follow up on unexplained absences.
- Phone home and arrange meetings with parents regarding attendance where appropriate
- Ensure that students who wish to leave early are genuine & call home if necessary
- Make referrals on Tusla Portal after 20 days absence.

The role of the Attendance Coordinator

The Attendance Coordinator will:

- Liaise with Year Heads as appropriate in ensuring all student absences from school are explained by parents
- Monitor the attendance of students on Tyro
- Carry out an attendance audit monthly
- Run Attendance Initiatives during periods identified as being the worst in relation to attendance
- Attend Care team Meetings where absenteeism is discussed
- Report regularly to the Deputy Principal and keep Senior Management fully informed of difficulties/problems which may arise and students whose absenteeism is a concern.

The role of Admin staff

Admin staff will

- Update the Tyro records relating to attendance of the students
- Monitor and edit records of students signing In/out
- Place the correct code beside an absent student relating to the reason for absence
- Communicate issues/ concerns to relevant Year Head.

The role of School Management

School Management will

- Promote the importance of good school attendance
- Ensure that adequate systems are in place to effectively record attendance
- Monitor attendance records regularly
- Support Attendance Initiatives
- Make reports to the EWO as required by the Education Welfare Act 2000
- Attend Care team meetings where attendance is discussed

Partnership arrangements (parents, students, other schools, youth and community groups)

Care Team

- The Care team link regularly with students with attendance concerns where relevant
- Refer students of concern to Ann, Guidance Counsellor or Chaplain
- Care Team record on Tyro when meeting students

Parents Association

- Athboy Community School works with parents as partners in education
- Holds regular meetings to gain input and contribution from the parents of our students
- The PA promote and support attendance initiatives

Community Agencies

Athboy Community School creates and maintains strong links with community agencies in order to promote and support good school attendance ;Tusla, CAMHS, Trim Family Support Centre, St Vincent de Paul, NEPS, NBSS/NCSE. SMART Programme

How the Statement of Strategy will be monitored

The Board of Management will review the attendance policy regularly. As part of annual reviews of SSE our attendance targets will be analysed and reset for the following year in line with SSE/SIP Targets.

Review process and date for review Reviewed: _____

Date the Statement of Strategy was approved by the BOM: _____

Date the Statement of Strategy submitted to Tusla: _____

