

Knockainey N.S.

School Attendance Strategies:

It is the policy of Knockainey N.S. to promote good attendance at all times.

A record of attendance of each pupil is kept on the school roll books and the school registers the number of days of attendance will also be recorded each year in the report book for each pupil.

Good school attendance will be actively promoted and praised by the teachers thus encouraging regular attendance.

Good school attendance may be rewarded annually e.g. prize for children who attended for the full school year. Home-school contact is of vital importance and will be actively encouraged by the staff of the school.

Parents/Guardians are asked to give an explanation for all absences of children i.e.: either written **or** oral explanation by the parents. (This is in line with the Education Welfare Act – July 2002).

Students at risk of poor attendance will be identified and suitable measures will be taken to improve attendance records such as meeting with parents to discuss this matter, involving the education Welfare Officer if necessary.

The school is required to notify the Education Welfare Officer if:

1. A child is absent for 20 days or more in any school year.
2. A student is not attending school regularly.
3. A student is suspended for 6 days or more in any school year.
4. A child's name is removed from the school register.

(Education Welfare Act July 2002).

The school will (when it is deemed necessary due to any of the above reasons), send written notification to the Education Welfare Officer and request an acknowledgement of the notification to be forwarded to the school.

This acknowledgement will be kept on file for school records.

Parents will be notified if notification regarding their child is being sent to the Education Welfare Officer.