



Dominican College

Taylor's Hill

Galway

62990Q

School Improvement Plan: Attendance

Evaluation Period:

October –December 2016

Report Issue Date:

January 2017

SCHOOL IMPROVEMENT PLAN: ATTENDANCE

<p>Summary of main strengths as identified in SSE</p>	<ul style="list-style-type: none"> ● Absenteeism figures are below the national average. ● Daily texts, letters of concern, year group assemblies, certificates rewarding attendance, individual monitoring and discussions with students, parents and the EWO take place. ● Many extra-curricular activities and groups. ● Transition Year and LCVP programmes support students' life skills which can have positive benefits for school attendance. ● A 1st /5th Year buddy system will help increase relationships between students and help identify issues that may be affecting school attendance.
<p>Summary of main areas of improvement as identified in SSE</p>	<ul style="list-style-type: none"> ● The recording of attendance for each lesson in VSware. ● Reward system to be introduced to promote good attendance. ● Promotion of attendance to be stressed at a whole school level. ● Late arrivals to be monitored.
<p>Improvement Targets</p>	<ul style="list-style-type: none"> ● Reduce overall lateness to an average of 8 students daily i.e. 1.3%. ● Reduce average daily absenteeism rate to 37 students per day i.e. 5.9%.

<p>Required actions</p>	<ul style="list-style-type: none"> ● Attendance to be taken for all classes on VShare ● Absence notes to be shown to all class teachers ● Positive affirmation of attendance during class time. ● Deputy Principal and Year Heads to call to classes to check attendance and ask to see notes. ● Attendance on the agenda of both Parents and Student Council meetings. ● Certificates to reward good attendance to be issued at Christmas as well as the summer. ● Student Council to be involved in promoting and encouraging attendance between year groups. ● Placing regular update of school attendance on the in-school screen, school app and mentioned at assemblies. ● Weekly monitoring of late arrivals and students leaving school early and appropriate steps taken.
<p>Persons responsible</p>	<ul style="list-style-type: none"> ● Principal ● Deputy Principal ● SSE Co-Ordinator ● Year Heads ● Class Tutors ● Class Teachers ● Parents

	<ul style="list-style-type: none"> • Students
Timeframe for action	<ul style="list-style-type: none"> • The Late Book/Leaving School Early target will be from Jan-May 2017 • The overall review of absenteeism will be for the time period from February 2017 – February 2018
Success Criteria	<ul style="list-style-type: none"> • The above targets will be met
Review dates	<ul style="list-style-type: none"> • May 2017 • February 2018