



A.M.D.G.

## CRESCENT COLLEGE COMPREHENSIVE S.J.

DOORADOYLE, LIMERICK V94 W6W8

### **Our School Improvement Plan 2018/2019 School Attendance**

#### **Summary of main strengths as identified in last SSE in (specify date):**

- High teacher, student and parent expectations regarding attendance.
- Very high levels of attendance by the majority of students.
- Caring and supportive school environment.

#### **Summary of main areas requiring improvement as identified in last SSE:**

- Improve the attendance of students, especially in transition year.
- Improve the level of recording of students' attendance
- Improve the accuracy of the students' profile of attendance
- Improve the sign in/out system and reduce the number of sign outs.
- Put a structured system in place for responding to and reporting on poor attendance
- Put a system in place to acknowledge, affirm and celebrate those who have a very good attendance and those who have shown an improvement.

#### **Required actions (Related to Teaching and Learning that will help to achieve the targets):**

- As per the school improvement plan for 2016/17 and in line with the digital strategy we provided desk top computers in every classroom and we upgraded our 'server'.
- We asked teachers to record class attendance for every period of the day electronically.
- We developed a system to identify poor attendance patterns.
- A detailed set of steps was outlined and office 365 teams was set up to record and share the attendance information and the interventions. The post holder responsible for attendance developed this system and trained all the year heads in its use.
- We moved to a system of electronic sign in/out so this information can be easily shared and monitored by the year head and form tutor.
- We insist on the parent/guardian coming to the school office to sign out the student and only allow them sign out their own son/daughter
- We have linked the transition year end of year certificate/ award to the students' attendance in all their classes.
- We recorded the absences for each individual subject on the students end of term reports

**Persons responsible:**

- Post holder with responsibility for attendance
- Year heads and Form Tutors
- All other teachers
- Student support worker
- Principal and deputy principals

**Timeframe for action:**

Academic year 2018 – 2019.

**Success criteria/measurable outcomes:**

- Improved attendance.
- Increased number of meetings with and referrals to the education welfare board.
- Reduction in the number of sign outs
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**Review date(s):**

September 2020