

Universal School-wide Attendance Strategies

Establishing a Culture of Attendance

Attendance is a behavior. We can teach good attendance habits.

Structures/Awareness	Parent Education/Support	Positive Reinforcement/Incentives
<ul style="list-style-type: none"> Attendance policies are clearly posted on school website & in parent-student handbook PBIS lesson on attendance is taught in the first month of school Teachers must take attendance and submit it within 15-20 minutes of the day/class Rapid contact with families for unexcused absences There is clarity among staff around roles (e.g. who is responsible for pulling data reports, making calls home, passing information to the attendance teams, etc) Annual meeting to discuss attendance in the school, generate initiatives and ideas for the next school year to maintain and improve (team should include parents, youth, community members, school staff) Bulletin board/Data wall School-wide assemblies – share attendance data/reasons why it is important Calendar of attendance events & initiatives (Sept: PBIS and fliers, Oct: Student video project, Nov: Attendance assembly...) Restorative disciplinary practices 	<ul style="list-style-type: none"> One sheet flier sent home at beginning of the year with information on attendance and a link to the Attendance Works website (mid-year reminder flier also) Information about attendance and the schools' attendance policy is provided at kindergarten transition events, back-to-school, parent night, and at parent-teacher conferences Attendance is addressed frequently in school newsletters Parents know who to contact at the school to address attendance issues Actual school attendance data is shared with parents Teachers share attendance rate pie chart at fall conferences Teachers send home work the child misses when he/she is not in school Holiday/break-specific messaging "How Sick is 'Too Sick?'" handout Connect families to school resources that promote attendance <ul style="list-style-type: none"> o SUN, extracurricular activities, counseling groups Resource Fair (health clinic, mental health agencies, social services) Walking school bus is established Parent/community survey to assess root causes 	<ul style="list-style-type: none"> Classroom competitions, awards, <ul style="list-style-type: none"> o Highest classroom attendance o Increasing number of classroom perfect attendance days <ul style="list-style-type: none"> ▪ rotating banner ▪ daily flags ▪ earning rewards/treats ▪ extra recess ▪ recognition at an assembly Students are formally recognized for good attendance <ul style="list-style-type: none"> o "Super Attendance" bulletin board o Lunch with the Principal Incentives/opportunity drawings on rainy days or days with poor attendance (Tuesday after Labor Day, Friday before spring break) 25th instructional day celebrations for students with >90% attendance Monthly Perfect Attendance and Most Improved awards/recognition Plan special events/activities on Friday or Monday (to improve attendance) Special message to parents (letter, phone call) Special Privileges for "96% or Higher Club" Parents are recognized along with students for improved attendance

Student-level Interventions

We intervene with students having attendance problems.
We monitor attendance and need to assess the effectiveness of our interventions.

Discretionary Reasons	Aversion	Real Barriers
<ul style="list-style-type: none"> Referral to SUN; First choice of SUN class/activity Student workshops <ul style="list-style-type: none"> Importance of attendance How to study better Support groups Check-In, Check-Out (CICO) Important jobs Tutoring/academic remediation/credit recovery General parent meeting Letter home Parent phone calls (positive) Attendance contract 	<ul style="list-style-type: none"> Check-In, Check-Out (CICO) Referral to SUN; First choice of SUN class/activity Attendance Buddy Mentor Program Parent phone call (positive) Problem-solving meeting with parent, school counselor Attendance contract Social skills supports Case manager/advocate or other community partner (ex. Social and Support Services for Educational or SSES within SUN Service System) 	<ul style="list-style-type: none"> Contact by school nurse/health assistant when absence is illness- or injury-related Problem-solving meeting with parent, school counselor, SUN, attendance liaison Referral to social services; health; mental health; housing assistance Case manager/advocate or other community partner (ex. Social and Support Services for Educational or SSES within SUN Service System)
<ul style="list-style-type: none"> Letter home 	<ul style="list-style-type: none"> SAT/SST referral Referral to school-based support staff 	<ul style="list-style-type: none"> Home visit by school nurse when over 20% absences due to illness/injury Home visits to provide needed resources