



Statement of Strategy for School Attendance

NEWPORT CONVENT PRIMARY SCHOOL

Convent of Mercy,

Church Road,

Newport,

Co. Tipperary,

V94 X7F9

School Roll Number 04067F

School mission & ethos

Newport Convent Primary School is a Catholic primary school under the trusteeship tradition of the Sisters of Mercy. We aim to provide a caring, inclusive, and respectful learning environment where every child is encouraged to reach their full potential—academically, socially, emotionally, and spiritually. Regular attendance is essential to fulfilling this mission. We believe that strong home–school partnerships and a positive and inclusive school climate are key to supporting good attendance.

Legal framework

This Statement of Strategy is prepared in accordance with:

- **Education (Welfare) Act 2000**, in particular Section 22:
 - <https://www.irishstatutebook.ie/eli/2000/act/22/enacted/en/html> (irishstatutebook.ie)
- **Tusla Educational Welfare Services** guidelines on developing a Statement of Strategy for School Attendance:
 - <https://www.tusla.ie/services/educational-welfare-services/> (tusla.ie)
- **Department of Education** guidance and circulars relating to school attendance:
 - <https://www.gov.ie/en/publication/education/> (gov.ie)

The Board of Management recognises its statutory duty to prepare, implement, and review a Statement of Strategy for School Attendance.

Whole-school approach to attendance

Attendance is promoted as a **whole-school responsibility**.

We as a school

- Recognise the importance of attendance in the school’s ethos, policies, and daily practice.
- Foster a welcoming, safe, and inclusive environment where pupils feel valued and want to attend.
- Encourage positive relationships between staff, pupils, and parents/guardians.
- Integrate attendance messages into assemblies, SPHE, and classroom activities.
- Monitor attendance data regularly to identify patterns and intervene early.

Roles & responsibilities

Board of Management

- Approves and oversees the implementation of this Statement of Strategy.
- Ensures compliance with relevant legislation and guidance.
- Receives regular reports on attendance patterns and concerns.

Principal

- Has overall responsibility for the implementation of this strategy.
- Ensures that attendance is recorded accurately and reported as required.
- Leads a whole-school approach to promoting attendance.
- Liaises with Tusla Educational Welfare Services where necessary.

APII with responsibility for attendance: Lesley Goode

- Monitors attendance data and identifies pupils at risk.
- Reports children who have been absent 20 days or more to Tusla at the required times during the school year and submits the Annual Attendance Report at the end of the school year.

Class teachers

- Promote the importance of regular attendance in the classroom.
- Record attendance accurately each day on Aladdin.
- Notice and follow up on emerging patterns of absence or lateness.
- Communicate concerns to the Principal and APII responsible for attendance.

Parents/guardians

- Ensure their child attends school regularly and punctually.
 - Provide explanations for all absences.
 - Engage with the school when attendance concerns are raised.
 - Work in partnership with the school to address any barriers to attendance.
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Pupils

- Attend school regularly and on time with the support of parents/guardians.
- Participate positively in school life through Bi Cineálta, The Green Schools Committee, The Student Council, Christmas Concerts, Sports Days, World Book Day Events, Science Week, Seachtain na Gaeilge, Peace Proms, Maths Week, Engineers Week, Curious Minds Awards, School County Cross Country Athletics, Championships, Coding Week, Indoor Schools Athletics County Championships, Credit Union Quiz, St Patrick's Day Parade, Christmas Carols Turning on lights Ceremony, Cumann na mBunscoil, Nenagh Garda Sports Day in June.
- Inform a trusted adult in school if they are experiencing difficulties that affect their attendance.

Strategies to promote attendance

The school aims to:

- Create a positive, supportive school climate where pupils feel safe, valued and included.
- Communicate clearly with parents/guardians about the importance of attendance.
- Provide a broad, engaging curriculum that encourages participation and inclusion.
- Recognise and celebrate good or improved attendance in a supportive, non-competitive way.
- Target end of term attendance through fun, special days and celebrations, e.g school Christmas disco, dress up days, Santa visits, non-uniform days, science fairs, Ceolchoirm, Lá Glas, Talent Shows, Class Parties and Celebrations.
- Principal and Class Teachers welcome pupils into school in the morning in a caring and friendly manner and facilitate any child who is anxious leaving a parent or guardian in the morning in a sensitive and needs based way.
- Support transitions (e.g., into Junior Infants, between classes) to reduce anxiety and disruption and recognise and support individual needs- soft start, supported arrival into the school or classroom, sensory room time.

- Assemblies promote good attendance and punctuality through positive and supportive language. Pupils also learn about what is going on around the school and upcoming whole school events like Kindness Week, Seachtain na Gaeilge, School Talent Show, Christmas Concerts, Green School and Student Council events, Friday Music on the yard.
- Attendance will be discussed regularly at a whole staff level at staff meetings.
- Encourage involvement in community organisations and events, e.g sports clubs (GAA, Soccer, Rugby, Athletics Club) Christmas Carols Turning on the Lights, Credit Union Quiz, St Patrick's Day Parade and events, Community Games Art, Scór na bPáistí.

Interventions for students at risk

Where concerns arise about a pupil's attendance, the school will:

- Monitor attendance data closely and identify patterns of absence or lateness.
- Make early contact with parents/guardians to discuss concerns.
- Offer support, which may include adjusted arrangements or referral to appropriate services.
- Develop an individual support plan where necessary.
- Refer to Tusla Educational Welfare Services in line with statutory requirements and Tusla guidance.

Monitoring, recording & reporting

- Attendance is recorded daily by Class Teachers using the school's digital system Aladdin.
- APIL responsible for attendance and Principal review attendance data regularly.
- Pupils who have missed **20 days or more** in a school year are reported to Tusla, as required by law.
- Serious or ongoing concerns may be reported earlier, in line with Tusla guidance.
- The Board of Management receives periodic reports on overall attendance trends.

Attendance targets for 2025–2026

For the 2025–2026 school year, the school aims to:

- Improve overall school attendance rates compared with the previous year with reference to outlined strategies and whole school action plan.
- Aim to reduce the number of pupils missing 20 days or more.
- Reduce persistent lateness in identified classes or groups with positive recognition of improvements and meet and greet in the mornings from principal and teachers.
- Strengthen early intervention for pupils whose attendance begins to decline through monitoring data and attendance records.

Review & Evaluation Procedures

- This Statement of Strategy will be reviewed in consultation with all stakeholders at least every two years, or earlier if required by changes in legislation or guidance or based on our data.
- The Principal and APll responsible for attendance will evaluate the effectiveness of strategies annually, using attendance data and feedback from staff and parents.
- Recommendations from Tusla or the Department of Education will be incorporated into future revisions.

This Statement of Strategy for School Attendance was ratified by the Board of Management on date:

Signed:

Date:



Pat O'Toole

Chairperson, BoM