

Statement of Strategy for School Attendance





This document is intended to provide details of the main policies of Walterstown National School. It is intended to help the school community to understand the environment and approach of the school. This document is regularly reviewed. All feedback is encouraged and welcome.

Version	Description	Authors
September 2017	First version of policy	Board of Management
March 2021	Second version of policy	Board of Management
May 2025	Review of existing policy & format	Board of Management

School Contact Details

Principal: Mr. Rory O' Sullivan

Board of Management Chairperson: Mr. Damian Ahern

School Roll No: 12281D

School Phone Number: 021-4812625

School Email Address: office@walterstownns.ie

Address: Walterstown N.S., Walterstown, Cobh, Co. Cork.



Introductory Statement

Walterstown N.S. is a Roman Catholic School, under the patronage of the Bishop of Cloyne. We aim to promote the full and harmonious development of all aspects of our pupils: intellectual, physical, cultural, moral and spiritual, including a living relationship with God and other people. Our school models and promotes a philosophy of life inspired by belief in God and in the life, death and resurrection of Jesus Christ.

Vision and Values in Relation to Attendance

Walterstown N.S. aim to promote the full and harmonious development of all aspects of our pupils in an inclusive manner. As attendance is crucial to effective learning and the continuity of learning experiences the school places great emphasis on regular attendance in communications with parents and pupils. The Board of Management wishes to promote and encourage regular attendance as an essential factor in our pupils' learning.

We expect children to have full attendance at school unless they are ill, incapacitated or have medical appointments. We understand that there may also be urgent family reasons why a child cannot attend school, especially in the case of bereavements.

The School's High Expectations Around Attendance

Walterstown N.S. promotes and encourages full attendance by all our students. This ethos is communicated to all members of our school community and promoted through :

- Parent Teacher meetings.
- B.O.M. meetings.
- Staff meetings.
- Our weekly newsletter.
- Our website.
- The daily recording of attendance/non attendance by school staff.

How Attendance Will Be Monitored

- Daily Roll Call on Aladdin
- Quarterly and annual statistical returns are forwarded to Tusla every year. (Tusla – Child and Family Agency, 2015)

Summary of The Main Elements of The School's Approach to Attendance:

Target setting and targets

- Our annual attendance in the past has been 94.4%. We would like to return to that level of positive attendance in the coming years.

The whole-school approach/ promoting good attendance

- Greet, meet and welcome children at the gate by Principal and members of ISM
- Nurture room available to pupils on arrival to school if needed.
- Parents are asked to sign children into the office if they arrive after 9am.
- Acknowledgment on intercom announcement of week's with high attendance across the school.



Responding to poor attendance

- Informal communication with parents through whole school reminders.
- Reminder letters once a child has missed 17 days.
- Parents are encouraged to fill in the reason(s) for absence on Aladdin.

School Roles in Relation to Attendance

- Communicate non-attendance to NEWB

Partnership Arrangements

Parents / Guardians

- It is the responsibility of parents/guardians to ensure that children are in school every day, as much as possible.
- It is the responsibility of parents/guardians to ensure that children are on time for school.
- When children are absent from school/late for school, parents should provide a reason to the school for that absence/lateness for school records (on Aladdin/ email/ phone/ SeeSaw/ written note).
- Parents/guardians can promote good school attendance by:
 - Ensuring regular and punctual school attendance.
 - Notifying the school if their children cannot attend for any reason.
 - Making sure that children understand that parents/guardians support good school attendance.
 - Discussing planned absences with the school.
 - Refraining, if at all possible, from taking holidays during school time.
 - Showing an interest in their children's school day and their children's homework.
 - Encouraging their children to participate in school activities.
 - Praising and encouraging their children's achievements.
 - Instilling in their children a positive self-concept and a positive sense of self-worth.
 - Ensuring, insofar as is possible, that their children's appointments (with dentists etc.), are arranged for times outside of school hours.
 - Contacting the school immediately if they have concerns about absence or other school-related matters.
 - Notifying the school, in writing, if their children are to be collected by someone not known to the teacher. This applies particularly to children in junior classes.
 - Working with the school and education welfare service to resolve any attendance issues.

How The Statement of Strategy for Attendance will be Monitored

- The strategy will be monitored:
 - By teaching staff at school meetings.
 - By the school principal.
 - By B.O.M.
- Student Absence Reports in Accordance with Section 21 (4) of the Education Welfare Act, 2000.

Roles and Responsibility

All members of the school community, under the positive and supportive leadership of the Board of Management and Principal, have both a role and a responsibility in successfully implementing this policy. The policy will be monitored and evaluated on an ongoing basis by the policy



committee through feedback from members of the school community.

Implementation Date

This policy was implemented in May 2025. Amendments will be implemented immediately.

Timetable for Review

This policy is to be reviewed during the school year 2027/28.

Ratification and Communication

The amended policy will be communicated to members of the Board of Management prior to the meeting of the BOM on 26/05/2025. Parents will be made aware in the next school communication that the policy is available for viewing on the school website.

Signed: Damian Ahern
Chairperson of Board of Management
Date: 26/05/2025

Signed: Rory O' Sullivan
Principal
Date: 26/05/2025