**Missing School means**

**Missing Out ![C:\Users\yvonne\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G9B593ME\MC900433161[1].jpg]()**

**Every child aged between 6 and 16 must receive an education.**

**That is the law.**

**Here in St Olivers we strive for our pupils to develop to their full potential and to equip them with the life skills and opportunities to play an active part in society.**

**If you are a parent or guardian of a child aged between 6 and 16 you have a special role to play in ensuring that your child doesn’t miss out on his or her education.**

**The National Educational Welfare Board was set up under the Education (Welfare) Act 2000. Our job is to support families and make sure that every child receives an education. Almost all children do this through school.**

**The National Educational Welfare Board (NEWB) was established in 2002 under the Education (Welfare) Act, 2000, a progressive piece of legislation that emphasises the promotion of school attendance, participation and retention. The various strands of the NEWB, the School Completion Programme (SCP), the Home School Community Liaison Scheme (HSCL) and the Educational Welfare Service (EWS) work together collaboratively and cohesively to secure better educational outcomes for children and young**

**Here at St Olivers we pride ourselves on good attendance and encourage all pupils to attend school everyday. Good attendance is the key to a good education and life long learning.**

**Remember ‘Every Day Counts’.**

**If a pupil is absent for three consecutive days this absence will be followed up with a phonecall to parents/guardians from either the HSLO (Home School Liaison Officer) or the School Completion Project Officer. If a child is absent for more than ten days in any one term this absence will be followed up by a letter from the school to inform parents of the number of days the child has missed. Should a pupil miss 21 or more days in a school year then it will brought to the attention of the Education Welfare Officer Ms. Sonja Croake.**

**What can parents do to help school attendance?**

 ***After school every day:***

 ∆ Ensure homework is done as early as possible

 ∆ Try to keep school uniform for school wear only

***The night before school:***

 ∆ Organise your childs school bag and books

 ∆ Check journal and sign off on homework

 ∆ Organise full uniform

 ∆ Ensure your child gets a good night sleep

 ∆ Set an alarm

 ***Before school every day:***

 ∆ Aim to get up early and stick to a morning routine

 ∆ Talk positively about school

∆ You know your child best , only keep him/her at home if they are genuinely ill

**What can children do to improve attendance**

**∆** Always have breakfast. Being hungry affects your concentration

∆ Get a good nights sleep. Your body needs rest so your mind can think

∆ Make a deal with parents. Agree on a good time for bed and stick to it.

∆ When returning to school from an absence, always bring a note. Without a note your absence is unexplained.

∆ Take pride in your school attendance. Be proud of your attendance because you know you are doing the right thing.

∆ First things first! Try to do your homework as soon as you get home. It feels great to go to bed and know that there is nothing left to be done

***Ready for School Routine- Easy steps to get to school today***

1. **Get up on time**
2. **Breakfast**
3. **Uniform**
4. **Books**
5. **Bag**
6. **Leave home on time**

**TRACKER FOR YOUR CHILDS ATTENDANCE 2012/2013**

**Please keep this for future reference should your childs attendance need to be reviewed**

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 **Date & Day Days missed Reason Medical Cert?**

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| **Example:****Mon 6th & Tues 7th Oct** | **2** | **Influenza** | **Note given to class teacher on 8th Oct** |
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