

# **1. Accurate Data :**

**Teachers and school staff take attendance accurately and it is entered daily into the district data system.**

## **2. Team to Address Attendance:**

**Our team, led by an administrator, meets at least every two weeks to:**

- (a) monitor attendance data and trends;**
- (b) coordinate the school's multi-tiered attendance strategy;**
- (c) examine the reasons for absences using quantitative and qualitative data; and**
- (d) ensure chronically absent students receive needed supports.**

### **3. Engaging Climate:**

**Our school has a welcoming and engaging climate that promotes safety, belonging, great teaching and learning, and interpersonal relationships with students, families, and staff.**

## **4. Culture of Attendance:**

**Our school promotes a culture of attendance in year-round communication to families and students (back-to-school events, letters, flyers, personal phone calls, etc.) and regularly recognizes good and improved attendance.**

## 5. Outreach:

**We reach out to chronically absent students and families and engage them as partners in improving attendance.**

## **6. Community Partners:**

**Our school partners with community agencies that offer resources (e.g. expanded learning, health services, mentors) that help engage students and remove attendance barriers.**

## **7. Staff Capacity:**

**Our school ensures that staff knows what is chronic absence, why it matters, and what are effective attendance practices.**

## **8. Continuous Improvement:**

**We use data to assess the effectiveness of practices in order to expand what works and modify what does not.**



## 9. Improvement Plan:

**Our strategies for supporting student attendance are reflected in our school improvement plan.**

## **10. District Policy:**

**Our district policy promotes a positive problem-solving approach to improving attendance, with legal action only used as a last resort.**