

1. Accurate Data :

The principal ensures that teachers and school staff take attendance accurately and that it is entered daily into the district data system.

2. Attendance Team:

Our attendance team, led by an administrator, meets at least every two weeks to: (a) monitor attendance data & trends; (b) coordinate the school's multi-tiered attendance strategy; (c) examine the reasons for absences using quantitative & qualitative data;

and (d) ensure chronically absent students receive needed supports.

Attendance Team, p. 2

3. Engaging Climate:

Our school has a welcoming and engaging climate that promotes safety, great teaching and learning, and interpersonal

**relationships with students,
families, and staff.**

Engaging Climate, p. 3

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.

Culture of Attendance, p. 4

5. Family Engagement:

Our school staff reaches out to families and engages

them as partners in problem-solving.

Family Engagement, p. 5

6. District Policy:

Our district policy promotes

taking a problem-solving approach that includes all staff, students, families and partners at our school.

7. Policy Dissemination:

Our school ensures the district attendance policy is communicated to families through printed materials, posted on our website, and shared at school events.

8. Staff Capacity:

Our school ensures staff knows what is chronic absence, why it matters, and what are best practices for reducing it.

9. Improvement Plan:

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

10. Community Partners:

Our school partners with community agencies that offer resources (afterschool, health services, mentors) that

**help engage students and
remove attendance barriers.**

Community Partners, p. 10