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| Pawsitive Attendance | Salifu, Angela, School Social Worker |

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| McBean Elementary | School wide attendance plan |

The McBean Elementary School- Wide Attendance Plan is a high priority. In addition to adhering to the county wide attendance policy & procedure. McBean Elementary is collaborating with the Attendance Response Team (ART), Students, Staff, and Parents to develop a targeted attendance protocol & campaign to address attendance concerns. In order to be effective, the school has divided its efforts into 3 tiers of intervention to increase the school’s overall attendance. The school has made it critical to target all stakeholders to make contributions to this change in our school culture related to attendance. We believe by using this integrative model to collaborate with our school & community stakeholders attendance will improve.

**Tier 1: School Wide Plan**

McBean Elementary will work to educate all stakeholders (students, staff, parents) about the importance of attendance and how it impacts our student’s academic success. The following methods will be used to achieve this outcome:

Identify

* Teacher/Staff survey to collect data & identify top reason why McBean students report missing school
* Student survey to collect data & identify top reasons student miss school
* Parent survey to collect data & identify top barriers to student attendance

Education

* Teacher/Staff Monthly Newsletters on Attendance (printed/online)
* Student Monthly Class Sessions on Attendance (in-person)
* Parent Monthly Newsletters on Attendance (printed/online)

Integration

* Teachers will use attendance education to engage students while building rapport to encourage student attendance.
	+ Ex. Using Attendance Friendly Language- “Good Morning, I’m glad you came to school today!” “You had a great day Johnny! I will see you tomorrow!”
* Student will use attendance education to exercise their knowledge and increase individual accountability to improve attendance and academic success.
	+ Ex. Older students creating a home schedule, setting alarm not to oversleep, laying out clothes/making lunch the night before. Or, discussing attendance with parents to create an individual plan to make it to school.
* Parents will understand state/county/school expectations regarding attendance, improve communication with school (including attendance barriers), and agree to make it a priority for their students to be at school every day.
	+ Ex. Communicating with teachers about planned absences/tardiness, family emergencies, planning doctors/dental appointments around school hours, building rapport with school social worker to address any socio-emotional barriers to their student’s education before attendance becomes a problem.

Incentivize

At McBean Elementary, we strive to be excellent role models to our students. We understand that staff attendance is an importance factor effecting student attendance & our school climate. Therefore, we have decided to include incentives for all stakeholders.

* Teacher’s/Staff will have monthly incentives tied into our monthly staff luncheon/staff engagement activities.
	+ Ex. Teacher/Staff of the Month, Raffle for giveaways to acknowledge staff with great attendance and for supporting the school attendance initiatives.
* Students will have the opportunity to earn weekly incentives, monthly incentives, and end-of-term incentives.
	+ Ex. Student of the Month, vouchers for school store, monthly attendance parties, end-of term raffles (students with under five absences)
* Parents will also have the opportunity to earn incentives related to attendance
	+ Ex. student homework passes, parent raffles at monthly parent involvement activities

**Tier 2: Targeted Approach to Redirect**

See attached County Wide Attendance Protocol.

In addition to the school wide plan, McBean Elementary will do the following to address ongoing identified concerns regarding attendance.

1 unexcused absences- Teacher will make call to parent regarding absence. (Contact will be documented in infinite campus)

2-3 unexcused absences- SSW referral will be made to address attendance concerns and family contact.

4-5 unexcused absences- The parents will work with SSW to develop an Attendance Plan to address ongoing attendance concern.

8 unexcused absences- SSW will make a scheduled home visit to reiterate plan with parents and revise plan if necessary. SSW will also provide any necessary resources & community contacts. This contact will be documented and placed in student’s permanent record in a PURPLE folder.

10 unexcused absences- SSW will make a CHINS referral to Juvenile Court to provide supervision and additional resources for family.

Ongoing unexcused absences (chronic) - SSW make referral to DFCS for further investigation.

**Tier 3: Targeted Needs Assessment & Individualized Plans**

Based on data from last school year, students have been identified with chronic attendance from the prior school year. McBean Elementary will complete an individualized plan to address this ongoing concern with the student and their parent. This plan will be documented and placed in the student’s permanent record in a PURPLE folder. This plan will include family social history, identified barriers to attendance, and an action plan for incidents in which absences are likely. This plan will be revisited by the School Social Worker, parents, and staff throughout the year whenever attendance becomes a concern for the student.

Students at this level will also have the option to participate in ongoing attendance support groups facilitated by ART or the School Social Worker to discuss critical topics related to improving and maintaining attendance.

**3 Tier Intervention for Attendance Improvement**

**Universal Interventions**

* All Settings
* Preventive, Proactive

**Secondary Interventions**

* High Efficiency
* Rapid Response

**Tertiary Interventions**

* Assessment Based
* Intense, durable procedures

**Secondary Interventions**

* High Efficiency
* Rapid Response

**Universal Interventions**

* Preventive, Proactive

**Tertiary Interventions**

* Assessment Based
* High Intensity

**McBean Elementary Attendance Response Team**

**Dr. Janina Dallas, Principal**

**Ms. Angela Salifu, School Social Worker**

**Ms. Latrina Mitchell, School Counselor**

**Mrs. Sharon James, Data Specialist**