



Attendance/ Support Staff Focus Group





Attendance Mornings

8 am Parents are contacted throughout the whole school day for previous absentee days that were not cleared.

8:30 am Make sure all attendance and tardies are entered by teachers and office staff.

9 am Attendance is ran and parents are contacted through ParentSquare.

9:30 am Phone calls are made to parents who have not responded to our ParentSquare message.

Phone calls are usually made throughout the day at different times to try to get a hold of parents



Clearing Attendance

- We try not to leave any student's absence as an unverified absence.
- After 2 days we call the emergency contact list to see if they can get a hold of the parents to call us back.
- If a student is absent for multiple days and we couldn't get hold of parents we usually get in contact with our school social worker (SSW) and have her make a home visit.
- We encourage parents to put students on unexcused independent studies (UIS) if they will be out for more than 3 days, even if they have a doctor's note excusing them so students don't fall behind academically.



Parent Support

- Parents are informed and kept up to date with students progress
- SSW arranged meetings with parents to:
 - Discuss potential triggers
 - Give advice to help students get to class
 - Advice on how to help students at home to prepare them for school the next day
 - Possible consequences and rewards earned
- Home visits: Our SSW and LD will do home visits to support parents in certain situations
- Alarm clocks are bought for students who are having trouble waking up or if their phone isn't helping them wake up and arrive on time
- Parents whose student attendance is more than 9 unx or ill will meet with our SSW and review a contract that talks about how they can help the students come to school and arrive on time. Both student and parent have to sign the contract.



Student Support

- Walking a student to class or walking around campus to help them calm down and then get them into class
- Sitting in class with them once they feel comfortable with a certain person. Sometimes admin staff or even parents help ease the process of going into class.
- Modified breaks, played games with admin to be proactive with situations that could arise when student is outside at a regular recess time
- 8th grade Saturday school, Teachers help students work on missing assignments and also help students one on one if needed. If both teachers are present the class is split and each teacher works with their part of the group for 2 hours then they switch.



For students who are reluctant to come to school we use the following tools:

- Husky Hang Out- A room where our students can play different activities and games during their break. (foosball, basketball, air hockey, video games, karaoke, play dough, coloring books)
- After 5 days in a row attendance student can pick a prize
- Attendance recovery, students received a small prize each day they attended and if they attended all 4 days they were entered into a grand prize raffle