

Attendance Framework

The SNHS Child Development program strives to work with families to help children come to school every day. The strategies used to reach this goal are listed below:

Parent Education: Program staff will share information with families beginning at the time of enrollment on the importance on consistent attendance including the building of strong attendance habits, the educational impact on the child’s school readiness, the program illness policy, and partnering with program staff to address barriers to attendance.

Parent-Staff Relationships: Establishing strong, mutually respectful relationships with families can have a major impact on attendance. When families feel welcomed in a child’s center and classroom there is a greater likelihood that they will bring their children to school consistently and partner with us as issues arise. Studies have shown that strong relationships with the classroom teacher have a positive impact on child attendance.

Accurate Data: Being able to have accurate attendance data which can be reviewed regularly can help the program identify attendance issues before they become a chronic problem and help address any barriers to attendance as they occur. It can help identify areas which need attention and sharing attendance information with families is a useful tool in partnering for success.

Staff Follow-up**:** In order to obtain accurate data and to identify barriers to attendance in a timely manner, staff will follow up daily with all families whose children do not attend school. It will be a phone call to check in to insure child safety and to offer assistance, if needed. Families will be informed of this at enrollment and be encouraged to phone the center when a child will not be attending. If a child does not attend for 3 days and we have not been successful in contacting the family, staff will go to the family’s home to follow up.

Health Tracking**:**  Staff will work closely with families to insure that all medical issues are addressed in a timely manner so that a child will not lose classroom time. This will include monitoring of physical due dates, medication expiration dates and action plan dates. Families will also receive education on when to keep children home and when they can safely attend.

Recognition:Center staff will create a program of recognition of families with good or improving attendance. This can be a personal thank you for bringing a child all week, a phone call to let them know we appreciate all their efforts to get their child to school regularly, or a center display to illustrate how strong attendance is at the center. Classrooms should also have positive recognition for children who attend through a welcome song, an activity to identify who is present or a warm welcome at the door and a personal hello each day.