

# Multi-tiered Attendance Support System: example

## Family & Student Engagement

## Social-Emotional Learning/Relationships

## Mental/Physical Health

## Attendance/Intervention Monitoring

## Positive Behavioral Supports/Restor. Justice

## Academic Support

## Basic Needs

- SART/SARB
- Case management support
- Connect with community leaders to support family engagement (e.g., non-profits, faith based orgs)
- Connect with Health Services, CPS, foster care, etc. as appropriate
- Request police welfare check if unable to locate child

- Connect with counseling if needed
- Connect with skilled mentor, OST activity

- Student/family assisted to contact community resources; community resources asked to reach out
- Individual support teams/plans for student referrals

### Tier 3: Intensive

- Student Support Team (SST) meeting review
- Support Centers/counselors and/or VP provide case management, reach out to other relevant programs as appropriate (e.g. foster, homeless, probation, etc.), document in SIS
- Monitor SARB if needed
- Contact CPS, law enforcement for welfare check if needed

- Connect with counseling if needed; assess for connection with mentor and/or OST activity... reach out and request attendance promotion support if these exist, if not facilitate connection
- Attendance recognition

- Student connected with tutor, other academic support needed; tutor monitors, checks in

- Ensure safety
- Provision of Targeted Resources:
  - Bus passes
  - Food gift cards
  - Alarm clocks

- Teachers call guardians to follow up on students approaching CA
- Admin meets with CA student to problem-solve attendance
- Positive, trust-building SST or SART to id attendance barriers and motivators
- School attendance letters with attendance summary
- District attendance letters to truant students and their guardians (letters 1, 2, and 3)
- Home visit if missing 3 consecutive days with no contact
- Early PTHV for all students CA previous year

- Continuous monitoring of CA students in person (check/connect, City Year)
- Restorative justice to focus on repair of social/emotional relationships harmed
- SSTs/IEPs include SEL focus
- Explore classroom change if teacher fit is an issue
- Use of mentors, special time with staff to support socially isolated CA students during lunch/recess

- Group counseling/support groups
- Individual check-in program
- Coordinated student referral process/progress monitoring

### Tier 2: Strategic

- Attendance clerk alerts designated staff of students with frequent absences, tardies, and/or re-admits
- In prep for support team meetings, generate CA list highlighting students CA in previous month(s) as well
- At monthly Student Support Team meeting: 1) review current list of CA/approaching CA and compare to previous month; 2) triage each student for intervention/prevention, 3) document intervention plan, and 4) monitor intervention efficacy
- Use SST or other forms of check in to gather additional information on attendance barriers/motivators
- Identify in summer incoming and rising students with poor attendance to inform special outreach prior to/early in school year

- Restorative practices (healing circles and peer conflict mediation) are held to address root causes of behavior problems
- Recognition for meeting attendance goals (e.g., "\$" for use at school store)

- CA student academics assessed- SST/IEP scheduled if needed. All SST or IEP meetings include attendance goal in their plans
- Travel packets prepped for student independent study if traveling to Mexico for winter break

- Assessment of Resources:
  - Social worker and/or SSC Coordinator inquire about housing, food, transportation needs

- Welcoming school environment reflecting family/child school audit
- Staff cultural humility training
- Positive feedback to caretakers
- Attendance clerk/family liaison calls for unexcused abs, >2day abs
- Public attendance recognition
- Attendance policy and tips in Parent Handbook, Newsletters in key languages
- PTHV priority for incoming K, 1st, 7th, 9th, 12th graders and incoming transfers
- Transfer family welcome basket (attendance promotion resources)
- School-wide "Every Day Counts" video/art contest & exhibit

- SEL curriculum & assemblies
- School climate assessment
- Student leadership in climate review/planning
- Student ombudsperson that students can meet with for support in dealing with challenging adult relationships at school
- Organized recess/lunch time activities for those who want to participate

- School-based basic health services
- Community-building/anti-bullying focus with all
- All staff trained to id signs of mental health issues, mental health first aid
- Parents get multilingual info on when ill students should stay home
- Health insurance sign up fair
- Hand-washing program
- Healthy food options

### Tier 1: Universal

- School regularly reviews attendance promotion strategy, all school staff trained in roles/use of SIS, held accountable for accurate use
- School staff welcome/connect with kids/families each day
- Daily attendance monitoring & strategy for school outreach to absentees
- Check attendance of incoming transfer students to id support needs
- Designated staff generates monthly CA list
- Designated staff share CA data with Admin, teachers and Student Support Team monthly
- Use data system to track attendance rates and assigned interventions and assess for sub-population patterns

- PBIS efforts to create positive environments to learn, play, and communicate:
  - Cafeteria and playground rules, activities foster welcoming environment
  - Friendship days, incentives for caring behavior

- Volunteer tutors
- Parent-teacher conferences to review student strengths and areas for improvement
- Clear instructions to students/family on how to make up work if absent

- General provision of basic resources:
  - Pencils, erasers, etc.
  - Clothes closet
  - Free and reduced price meals
  - Walking school bus