

### *Pupil Absence/Attendance.*

*St. Eithne's G.N.S was invited (Sept. 2003) to participate in the School Completion Programme. The programme supports the school by employing a person to monitor attendances and absences on a daily basis.*

- *All absences are investigated.*
1. *Children must bring in a note of explanation from their parents/guardians or from a doctor if they have been absent.*
  2. *Parents who wish to take a pupil out during school hours or before the end of the school day must go to the secretary or Principal's office.*
  3. *At the end of each month an attendance copy is sent to each class. Names of pupils who have achieved full attendance and pupils who have missed a significant number of days are recorded. The names of pupils who are absent 20 or more days are notified to the Education & Welfare Board.*
  4. *To encourage good attendance the names of children who have full attendance for the month are posted up on a notice board in their classroom and on the notice board beside the Principal's office. These names are read out at assembly and each child receives a certificate.*
  5. *Special prizes and certificates are given to pupils who achieve full attendance for a full term.*
  6. *Special awards and certificates are given to pupils who achieve full attendance for the year. Their photograph is displayed on the noticeboard beside the Principal's office.*