



## **10 Things A School Can Do to Improve Attendance**

- 1. Make students and parents/guardians feel welcome. Make a point to say “hello” to every parent/guardian or student you see in the halls and outside--make it your business to know his or her names.**
- 2. Create an environment that enables students to feel successful in something—no matter how small it may seem. Award academic and attendance “letters,” as you do for athletics.**
- 3. When a student is absent, immediately talk to the parent/guardian — not their answering machine. Make a personal phone call in the evening, or call parents/guardians at work during the day.**
- 4. When a student is absent, immediately talk with the student about why he or she was not at school—let students know you are aware...and that you care that they are at school.**
- 5. Forge a relationship with local businesses where youth may congregate when truant—encourage them to help keep students in school during school hours. Create a poster that states “We support youth in school and will not serve anyone under 18 during school hours.”**
- 6. Forge a relationship with local law enforcement—make them your allies in showing the community, families, and students that school is the place to be. Empower community law enforcement to return youth to school.**
- 7. Don’t provide the temptation for youth to be truant. Close your campuses during breaks and lunch.**
- 8. Empower and expect classroom teachers to take action when they think a student may be truant. Ask teachers to make calls to absent youth or families in the afternoon or evenings.**
- 9. Reward and recognize good attendance—not just perfect attendance. Post large signs giving the daily attendance for the day. Reward individuals, classes, and the school for increased attendance.**
- 10. Make your school a place where students feel safe and respected. Adopt a character education program that is planned and implemented by students.**