

## 10 THINGS A SCHOOL CAN DO TO IMPROVE ATTENDANCE

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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 them about why they were gone—let them 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 keep students in school during school hours.** Create a poster that states “We support youth in school and will not serve anyone under 16 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 police officers 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.