

STUDENT ATTENDANCE MONITORING AND SCHOOL INTERVENTIONS FORM

Student Name: _____ Age: _____ Grade: _____

School: _____ Date: _____

1. Summary of Record of Attendance (Include a MySchoolSask Printout):

2. Description of Issues/Concerns (patterns/percentage):

3. Description of Supports/Interventions used at the school level to improve student attendance.

	Strategy	Date	Date	Date	Date
	Tier I (Green 0-10% absenteeism)				
1.	Phone calls home				
2.	Student interview				
3.	Letters/Email home				
4.	Other				
	Tier II (Yellow >10% <20% absenteeism)				
5.	Response to Intervention referral				
6.	Mentoring				
7.	Attendance Intervention Plan Developed				
8.	Conference with parents/guardians				
9.	School Counsellor referral				
10.	Other				

	Strategy	Date	Date	Date	Date
	Tier III (Red 20% or > absenteeism)				
11.	Report Attendance to Superintendent of Schools				
12.	Home visit (School Counsellor & Admin)				
13.	Outside agency referral				
14.	Hub Referral				
15.	Reduced Timetable (Grades 10-12)				
16.	Other (Mentoring)				

Student Attendance Intervention and Support Plan				
Goal/Outcome	Actions	Person Responsible	Timeline	Progress
Date of Review:				

Signatures:

Student

Date

Parent/Guardian

Date

Principal or Designate

Date