

# Attendance Menu of Supports

Attendance supports exist across a range of levels and can look different from community to community. In all cases though, a strong attendance support program is based on school-wide systems designed to increase partnership with students and families and eliminate racism as experienced in San Francisco Unified School District.

## Menu of support options

- [Video Overview](#) (Click Here)

Use the following options for your Coordinated Care Team (CCT) attendance support planning. Consider how your team will plan for attendance support at each level. Reach out to [sfink@sfusd.edu](mailto:sfink@sfusd.edu) as needed for consultation support

**Support Level**

**Potential programs or  
action items**

**Resources or materials**

**School Site Process**

**SFSD Support**

<p><b>Schoolwide Programming</b></p> <p>(preventative strategies for all students &amp; families)</p>	<p>This level of planning includes options such as:</p> <ul style="list-style-type: none"> <li>• Reviewing School Wide Data</li> <li>• Proactive group family meetings around attendance</li> <li>• Attendance Awareness messages (Nudge Letters)</li> <li>• Attendance Incentive programs</li> <li>• Welcoming Classroom programs such as community circles</li> <li>• Reviewing school-wide attendance data for trends and areas of focus (see reports listed in the next section)</li> </ul>	<p><b>Data Review:</b></p> <ul style="list-style-type: none"> <li>• <b>Illuminate -</b> <ul style="list-style-type: none"> <li>◦ <a href="#">Attendance with 6-week cycles</a> <ul style="list-style-type: none"> <li>■ <a href="#">Overview and Pivot Table Demo</a></li> <li>■ <a href="#">Tracking Changes over time</a></li> </ul> </li> </ul> </li> <li>• <b>Synergy -</b> <ul style="list-style-type: none"> <li>◦ <a href="#">ATP 401</a> <ul style="list-style-type: none"> <li>■ Overview and data review</li> </ul> </li> </ul> </li> </ul> <p><b>Programming and Interventions:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">School-Wide Interventions</a></li> </ul> <p><b>Planning Form:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">School Action Planning Form</a></li> </ul>	<ul style="list-style-type: none"> <li>• Review School Attendance Data</li> <li>• Utilizes School-Wide Intervention Resources to inform planning</li> <li>• Creates action plan during CCT meeting to create program goals based on data</li> <li>• Implements school-wide program</li> <li>• Optional - Request consultation support as needed through the Student Family Resource Link Line (<a href="#">SFSRL</a>)</li> </ul>	<ul style="list-style-type: none"> <li>• Training materials</li> <li>• Consultation through the Student Family Resource Link Line (<a href="#">SFSRL</a>)</li> </ul>
Support Level	Potential programs or action items	Resources or materials	School Site Process	SFSD Support
<p><b>Individual Student and Family Support planning</b></p>	<p>This level of planning includes options such as:</p> <ul style="list-style-type: none"> <li>• Data reviews to assess students at risk of truancy</li> </ul>	<p><b>Data Review:</b></p> <p>Synergy</p> <ul style="list-style-type: none"> <li>• <a href="#">Truancy Notification Lists</a></li> </ul>	<ul style="list-style-type: none"> <li>• Use Synergy or Illuminate lists to identify student groups in need of support</li> </ul>	<ul style="list-style-type: none"> <li>• Training materials</li> <li>• Consultation through the</li> </ul>

<p>(support planning for some students and families)</p>	<ul style="list-style-type: none"> <li>Family Support planning - work with families to identify challenges to attendance early <ul style="list-style-type: none"> <li>Phone outreach</li> <li>Individual family meetings</li> </ul> </li> </ul>	<p>Illuminate</p> <ul style="list-style-type: none"> <li><a href="#">Attendance with 6-week cycles</a></li> </ul> <p><b>Programming and Interventions:</b></p> <ul style="list-style-type: none"> <li><a href="#">Truancy Notification Overview</a></li> <li><a href="#">Attendance Intervention Protocol</a></li> <li><a href="#">Attendance Interventions</a></li> <li><a href="#">SST form</a></li> <li><a href="#">SART</a> contract</li> </ul> <p><b>Community Resources:</b></p> <ul style="list-style-type: none"> <li><a href="#">General Resource Sheet</a></li> <li><a href="#">Freeprintshop.org</a></li> <li><a href="#">Truancy Assessment Resource Center</a></li> </ul> <p><b>Planning Form:</b></p> <ul style="list-style-type: none"> <li><a href="#">School Action Planning Form</a></li> </ul>	<ul style="list-style-type: none"> <li>Host SST's and SART meetings w/ CCT</li> <li>Utilize SART contract to guide meetings</li> <li>Make resource connections with families as needed</li> </ul>	<p>Student Family Resource Link Line (<a href="#">SFSRL</a>)</p>
Support Level	Potential programs or action items	Resources or materials	School Site Process	SFSD Support
<p><b>Support planning for families most at risk of truancy</b></p>	<p>This level of planning includes options such as:</p> <ul style="list-style-type: none"> <li>Referral to Central Office Attendance Support Team</li> </ul>	<p><b>Programming and Interventions:</b></p> <ul style="list-style-type: none"> <li><a href="#">Tier 3 Resource Guide</a></li> </ul>	<ul style="list-style-type: none"> <li>Using Synergy or Illuminate identify students with 10 or more absences</li> </ul>	<ul style="list-style-type: none"> <li>Consultation through the Student Family Resource</li> </ul>

**Planning Form:**

- [School Action Planning Form](#)

- Continue supportive outreach and working with families
- Consider if Home Visits may be helpful for communication

Link Line ([SFSRL](#))

**Other Resources**

Space for other resources, directly and indirectly, related to attendance support.

- [Whole School Interventions](#)
- [What to do!](#)
- [Multiple Levels of Support](#)

## School Action Planning Form

Use the planner in this area to identify areas of focus related to the different levels of attendance support.

Support Level	Data	Goal	School Action Items	Family Action Items	When
School-Wide Programming (tier 1)			<ul style="list-style-type: none"><li>• Text</li></ul>	<ul style="list-style-type: none"><li>• Text</li></ul>	
Individual Student and Family Support planning (tier 2)			<ul style="list-style-type: none"><li>• Text</li></ul>	<ul style="list-style-type: none"><li>• Text</li></ul>	

Support planning for families most at risk of truancy (tier 3)

- Text

- Text

