



© Attendance Works

MY CHILD'S ATTENDANCE SUCCESS PLAN

POSSIBLE STRATEGIES TO REACH MY CHILD'S ATTENDANCE GOALS AND HELP MY CHILD GAIN THE SKILLS TO DO WELL IN SCHOOL AND TO READ BY 3RD GRADE.

- Keep an attendance chart at home to track absences. Consider using the attached calendar.
- At the end of the week, I will recognize my child for attending preschool every day with _____ (i.e., a visit to the park, a new book, a special treat, a hug etc.)
- Make sure my child is in bed by _____ p.m. and the alarm clock is set for _____ a.m.
- Find a relative, friend or neighbor who can take my child to or from preschool if I can't. I can list who can help on the Help Bank (attached).
- Set up medical and dental appointments for weekdays after preschool.
- If my child has a slight stomachache, headache or allergies and is not sick with a contagious illness, I will send my child to school. I will call the school or a health provider for advice if my child complains regularly.

To improve _____'s attendance, I commit to the following:

1. _____
2. _____

To improve _____'s attendance, the program commits to:

1. _____
2. _____

We will review progress to meet this goal in one month.

Family Signature: _____ Date: _____

Program Signature: _____ Date: _____

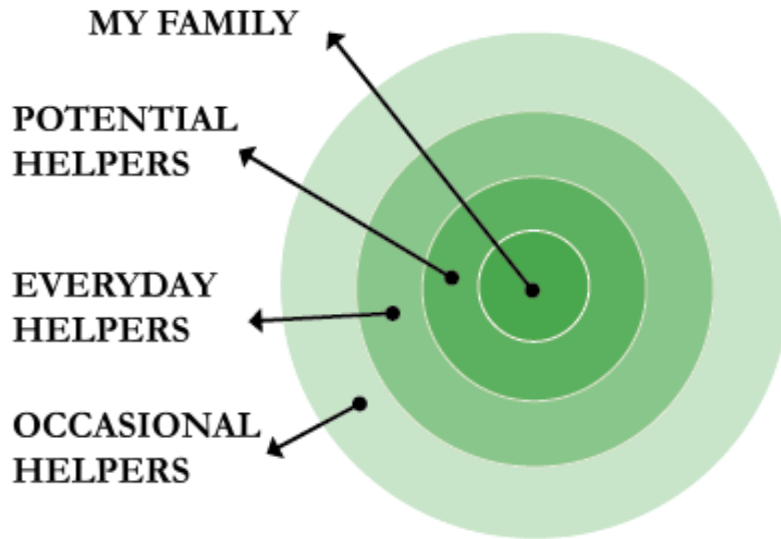


**To learn more, please visit
www.attendanceworks.org**

Adapted from materials created by Early Works at
Earl Boyles Elementary School in Portland, Oregon
(<http://www.childinst.org/our-initiatives/early-works>) ren. 9-8-21

MY FAMILY'S HELP BANK

CREATE BACKUP PLANS FOR GETTING TO SCHOOL



- **My Family:** List who lives in your house.
- **Everyday Helpers:** Identify who you can call on to help drop your child off or who can pick your child up when you cannot. These are people like friends, neighbors and relatives who can help regularly.
- **Occasional Helpers:** Identify people who probably cannot help every day but can help in a pinch. Maybe it's a godparent, a relative or a friend who lives outside your neighborhood but can be there for short stints.
- **Potential Helpers:** Identify people who are part of your school community, place of worship or neighborhood who are able to help if you ask.

1. My Family:

2. Everyday Helpers:

3. Occasional Helpers:

4. Potential Helpers:

If I need help getting my child to and from school, I will ask the following people to be our backup:

Name: _____

Best Contact Number: _____

Name: _____

Best Contact Number: _____

Name: _____

Best Contact Number: _____

Insert your school district's academic calendar below

2024 - 2025 Academic Calendar																							
August '24							September '24							October '24									
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S			
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5			
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12			
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19			
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26			
25	26	27	28	29	30	31	29	30						27	28	29	30	31					
November '24							December '24							January '25									
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S			
					1	2	1	2	3	4	5	6	7				1	2	3	4			
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11			
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18			
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25			
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31				
February '25							March '25							April '25									
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S			
						1							1			1	2	3	4	5			
2	3	4	5	6	7	8	2	3	4	5	6	7	8	6	7	8	9	10	11	12			
9	10	11	12	13	14	15	9	10	11	12	13	14	15	13	14	15	16	17	18	19			
16	17	18	19	20	21	22	16	17	18	19	20	21	22	20	21	22	23	24	25	26			
23	24	25	26	27	28		23	24	25	26	27	28	29	27	28	29	30						
							30	31															
May '25							June '25							July '25									
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S			
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5			
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12			
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19			
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26			
25	26	27	28	29	30	31	29	30						27	28	29	30	31					



CHRONIC ABSENCE = 18 absences
(10% of school year)

Warning Signs = 10 to 17 absences

Satisfactory Attendance = 9 or fewer absences

- My child was present _____ days
- My child was absent _____ days
- My goal is to improve my child's attendance.
I will ensure that my child misses no more than _____ days for the rest of the year.