

HRL PARENT WORKSHOP: ATTENDANCE

Workshop Developer:

Children's Health Fund

Workshop Description:

This workshop will teach about the importance of good attendance

Key Points (knowledge to be gained):

1. The importance of attending school
2. Definition of good attendance
3. The importance of being on time

Short Term Objectives (actions to be completed during the workshop):

1. Parents will learn the importance of getting their children to school and on time.

Long Term Objectives (longer-term actions that we're aiming toward):

1. School Attendance will improve.

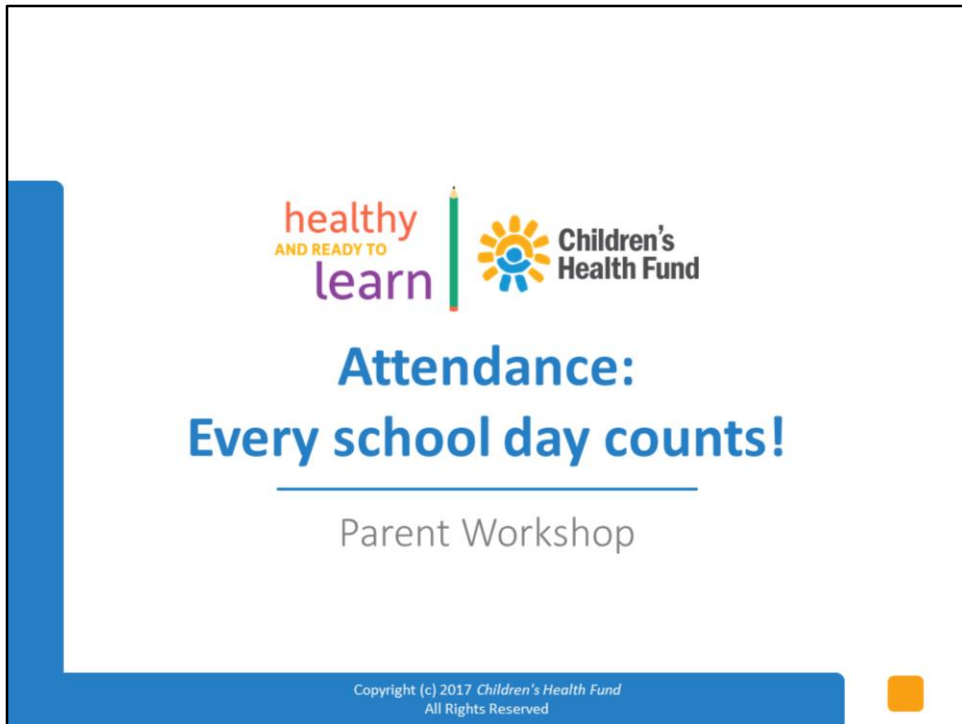
Materials:

1. Presentation with sound for video
2. Post-Workshop Surveys
3. Every School Day Counts Handout

Workshop Lesson Plan: See presentation for additional facilitator information/notes

Timing	Slide	Actions	Material Needed
1 min	Slide 2	Introduce topic	
3 mins	Slide 3	Allow participants 3 mins to talk about this question with the person to the left or right of them.	
6 mins	Slide 4	Play the attendance video	
1 min	Slide 5	Mention: Skills like reading and math build on each other every single year. If you miss an important skill in kindergarten, it can affect your grades even years later.	
1 min	Slide 6	Mention: Good attendance in early grades helps prepare children to reach important milestones, like reading on-level in 3 rd grade reading, that can ultimately affect their success in school and beyond.	
1 min	Slide 12-16	Mention: Let's say that a child starts out in the front car of the school train. (click for next slide). Child is in the front of the school train. Every time she has a few school absences, she hops off the train for a minute, and then gets back on. The problem is that the train is always moving! Every time she hops off to miss a few days of school, her classmates learn new things without her, and she falls back a car. Is this child still keeping up with the train? Or is that child going to get left behind?	

1 min	Slide 18	Mention: Good attendance is especially important in early grades like kindergarten, where children learn the building blocks for reading. The basic skills they build in kindergarten are important for success in older grades. Studies have shown that children with fewer absences (under 9 days) in kindergarten will have the best reading scores in 5th grade. Meanwhile, the kids who miss a lot of days (>10 days) in kindergarten have the lowest reading scores in 5th grade. This shows that attendance can directly affect success in school.	
1 min	Slide 22	This means that just 2 absences per month can add up to 1 full month of school missed.	
2 mins	Slide 25	Allow participants 1 mins to give answers to the question. Choose 1-3 parents to share their ideas	
1 min	Slide 26	Good attendance isn't just about being at school – it's about being at school ON TIME to make sure your child starts strong. If your child is just 1 hour late for every day of the week, he's missed close to 1 full school day worth of class time.	
5 mins	Slide 27	“Washing an elephant” activity (Attendance Works): ask 1-2 volunteers to cover their ears/go outside. Instruct the rest of the “class” to start pretending to wash a big elephant (no words, just charades). Invite the volunteers back and give them 30 seconds to observe what's going on. Then ask them to join in. Discussion: How did it feel to walk in to that classroom? Did you understand what was going on? How did it feel to try to catch up / participate without hearing the instructions? How does this relate to a child being late to school? Good attendance isn't just about being at school – it's about being at school ON TIME to make sure your child starts strong.	
3 mins	Slide 34	Allow participants 3 mins to talk about this question with the person to the left or right of them.	
3 mins	Slide 36	Allow participants 3 mins to talk about this question with the person to the left or right of them.	
4 mins	Administer post-workshop surveys.	Ask participants to complete the survey they received at the start of the workshop. Collect the surveys from all participants.	Post Surveys

The slide features a white background with a blue L-shaped border on the left and bottom. At the top center, there are two logos: 'healthy AND READY TO learn' with a pencil icon and 'Children's Health Fund' with a sun icon. Below these is the main title 'Attendance: Every school day counts!' in blue, followed by a horizontal line and the subtitle 'Parent Workshop'. At the bottom, there is a copyright notice and a small orange square.

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Attendance: Every school day counts!

Parent Workshop

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Facilitator Notes: Intro the topic. “Today we will be discussing the importance of attendance.”

Note: For any slide that does not have facilitator notes please read the information on the slide. Feel free to add information if you feel comfortable.

Parent Share

What makes it **hard** to get your child to school every day?

What **helps you** get your child to school even on the hard days?

Source: http://www.attendanceworks.org/wp-content/uploads/2014/08/2014.044_AW_ParentToolkit_VideoDiscussionOnly.01.pdf

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Facilitator Notes: Allow participants 3 mins to talk about this question with the person to the left or right of them.

Today's Learning Goals:

- Missing out on school means missing out on learning
- Being absent two days a month puts your child at risk of being chronically absent
- Coming to school on time is important!
- Talk to your school if you need help getting your child to school

Facilitator Notes: "In this session we will..." click for each bullet points. (read through the takeaways)

- **Missing out on school means missing out on learning.** When children miss school they fall behind in class.
- **Good Attendance.** Good attendance is missing 9 days or less of school a year.
- **Be on time.** It is important to start every day strong by being on time.
- **Talk to you school.** If attendance is giving you trouble, keep your school in the loop.

DG note- I always liked the <2 days a month. to me seems more relevant to someone during the year. I like having both, but I defer to you.

Attendance Video



English <https://vimeo.com/101425388>

Spanish <https://vimeo.com/130556839>

Source: http://www.attendanceworks.org/wp-content/uploads/2014/08/2014-044_AW_ParentToolkit_VideoDiscussionOnly_01.pdf

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NOTE: Test the video prior to starting the workshop. Make sure you are connected to the internet. You can load the video early to make sure it plays smoothly.

Play the 6 minute video for the audience.

When you miss school, you miss out



Going to school every day helps your child:

- Build **reading and math skills**
- Have **more chances to practice** new skills
- Feel **prepared for class** every day
- Feel **prepared for next year**



Source: Campaign for Grade-Level Reading <http://gradelevelreading.net/our-work/chronic-absence>

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Facilitator Notes: Click for bullet points. “Skills like reading and math build on each other every single year. If you miss an important skill in kindergarten, it can affect your grades even years later.”

When you miss school, you miss out



ELEMENTARY STUDENTS
read well by the end of third grade

MIDDLE SCHOOLERS
pass important courses


HIGH SCHOOLERS
stay on track for graduation

COLLEGE STUDENTS
earn their degrees


WORKERS
succeed in their jobs


Source: Attendance Works <http://awareness.attendanceworks.org/resources/promotional-materials/>

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Source: Attendance Works <http://awareness.attendanceworks.org/resources/promotional-materials/>
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Facilitator Notes:


Reading at grade level in third grade is an important predictor for your child's future. Good attendance in early grades helps prepare children to reach important milestones, like reading on-level in 3rd grade reading, that can ultimately affect their success in school and beyond.




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When you miss school, you miss out







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WORKERS
succeed in their jobs

Source: Attendance Works <http://www.attendanceworks.org/resources/promotion/attendance/>
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When your child is in middle school, they should be passing important classes. Passing classes like Math, English Language Arts (ELA), Science, and History will help keep your child on track. Attending school will allow your child to stay up-to-date with classroom lessons and homework.

When you miss school, you miss out

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 ELEMENTARY STUDENTS read well by the end of third grade	 MIDDLE SCHOOLERS pass important courses	 HIGH SCHOOLERS stay on track for graduation	 COLLEGE STUDENTS earn their degrees	 WORKERS succeed in their jobs
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Source: Attendance Works <http://awareness.attendanceworks.org/resources/promotional-materials/>
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Graduating high school is an important accomplishment for students. If students keep good attendance habits from early in their life, it will help them read at grade-level and do well in their classes. Graduating high school will help your child to go to college, trade school, or get a job.

When you miss school, you miss out

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 ELEMENTARY STUDENTS read well by the end of third grade	 MIDDLE SCHOOLERS pass important courses	 HIGH SCHOOLERS stay on track for graduation	 COLLEGE STUDENTS earn their degrees	 WORKERS succeed in their jobs
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Source: Attendance Works <http://www.attendanceworks.org/resources/promotional-materials/>
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Good attendance may help your child go to college or trade school after high school.

When you miss school, you miss out

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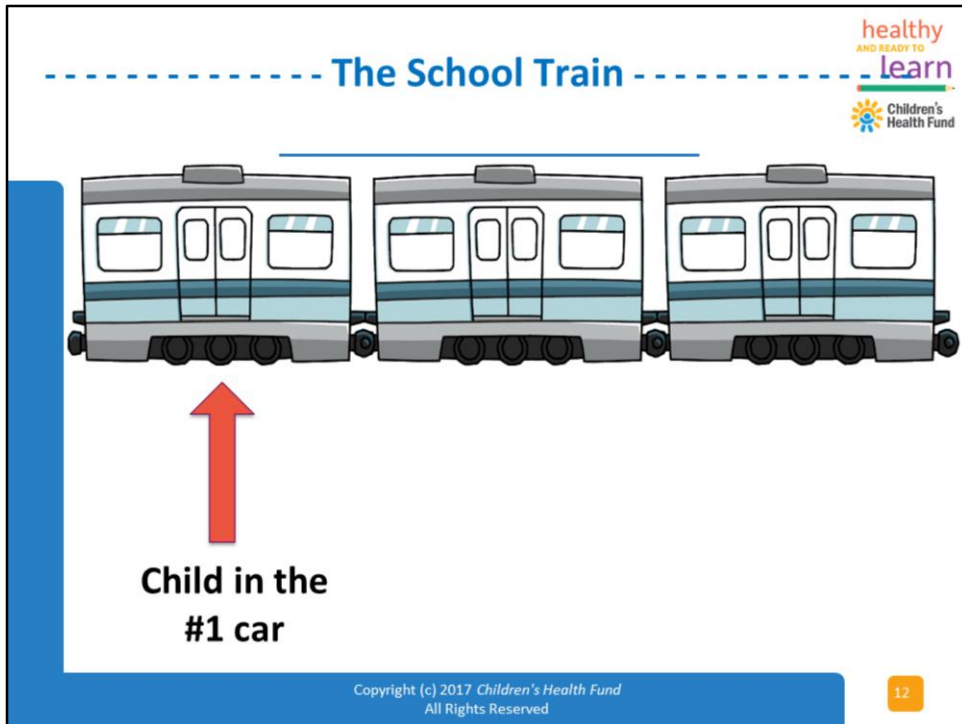
ELEMENTARY STUDENTS read well by the end of third grade	MIDDLE SCHOOLERS pass important courses	HIGH SCHOOLERS stay on track for graduation	COLLEGE STUDENTS earn their degrees	WORKERS succeed in their jobs
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Source: Attendance Works <http://awareness.attendanceworks.org/resources/promotional-materials/>

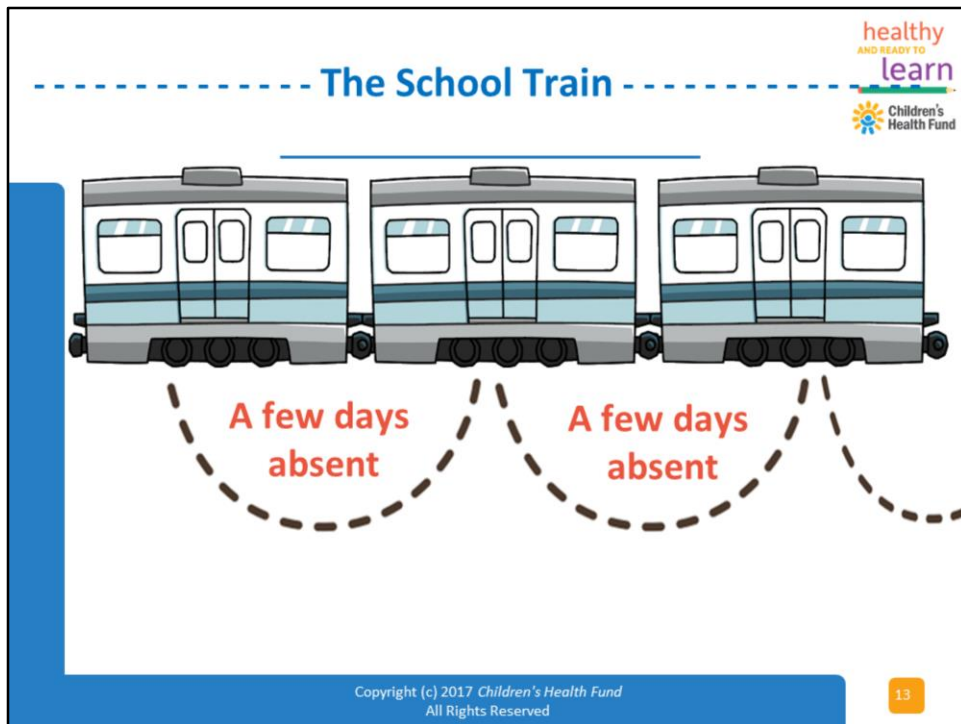
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Building good attendance habits from elementary school has long-term positive effects on your child!



Facilitator Notes: "Let's say that a child starts out in the front car of the school train."
(click for next slide)



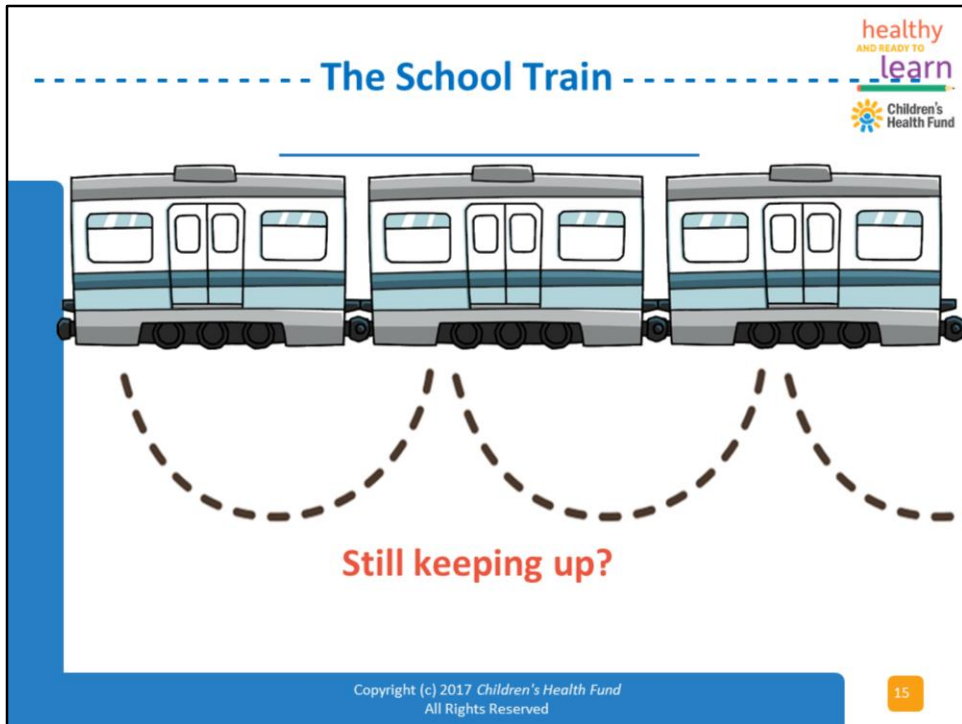
Facilitator Notes: “The child is in the front of the school train. Every time she has a few school absences, she hops off the train for a minute, and then gets back on. The problem is that the train is always moving! Every time she hops off to miss a few days of school, her classmates learn new things without her, and she falls back a car.”

----- The School Train -----

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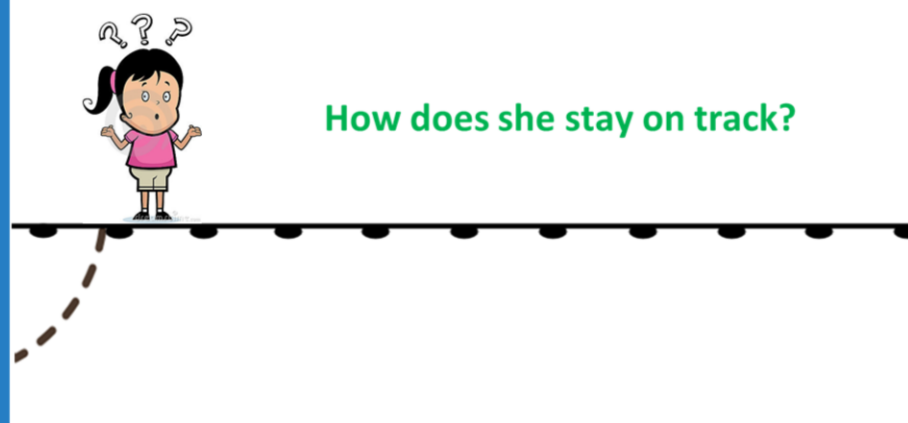


Facilitator Notes: "Is this child still keeping up with the train?"

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The School Train




How does she stay on track?

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Facilitator Notes: "Or is that child going to get left behind?"

9 days or less to do your best.



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	Good Attendance 9 days or less	=	Ready for success!
	Warning Signs 10 – 17 days	=	School gets harder.
	Chronic Absence 18 days or more	=	Could fall behind.

This number includes excused absences

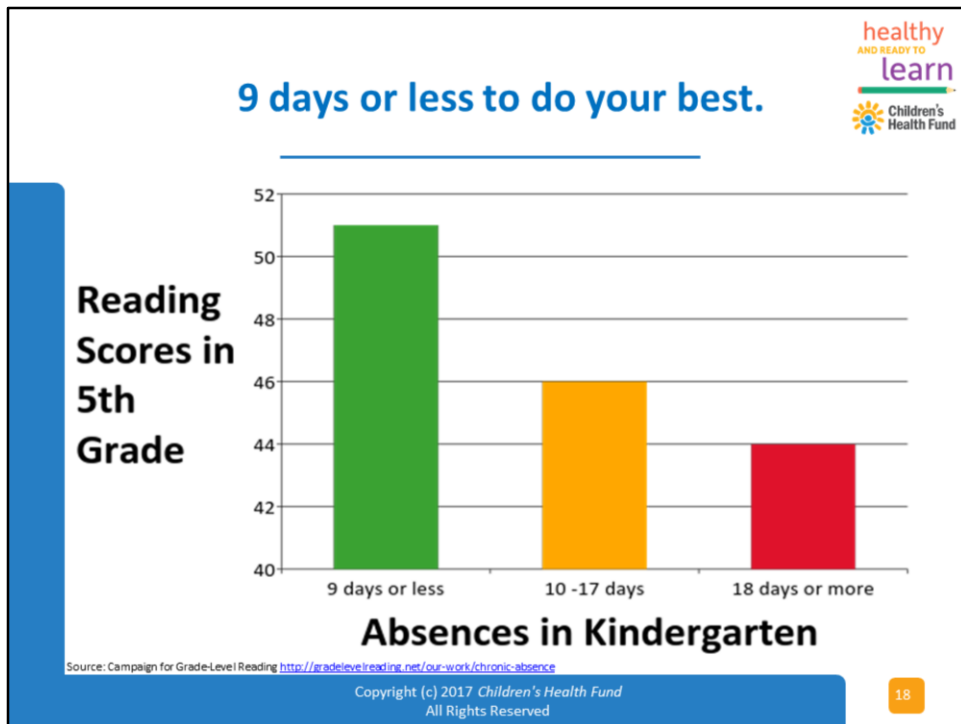
Source: Attendance Works <https://www.attendanceworks.org/wp-content/uploads/2014/02/Attendance-FAQ-English-201614.pdf>

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Facilitator Notes: Read the chart and the note of the left side.

Remember, even two absences each month puts your child at risk of being chronically absent and possible falling behind in school! Even if the absences are excused and you have a doctor's note - your child is still missing important class time.



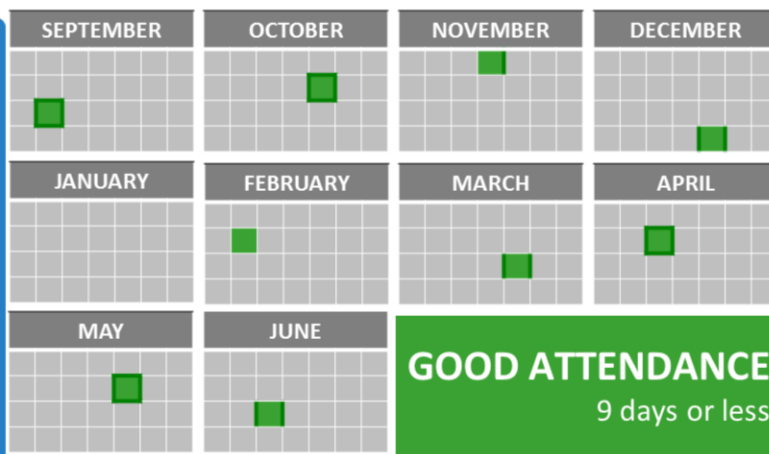
Facilitator Notes:

Good attendance is especially important in early grades like kindergarten, where children learn the building blocks for reading. The basic skills they build in kindergarten are important for success in older grades.

If you look at the graph, the vertical axis (line that goes up and down) shows reading scores in 5th grade. The higher the number, the better the reading score. The horizontal axis (line that goes left to right) shows how many absences a student had in kindergarten.

Studies have shown that children with fewer absences (under 9 days) in kindergarten will have the best reading scores in 5th grade. Meanwhile, the kids who miss a lot of days (>10 days) in kindergarten have the lowest reading scores in 5th grade. This shows that attendance can directly affect success in school.

9 days or less to do your best.



How many days is this per month?

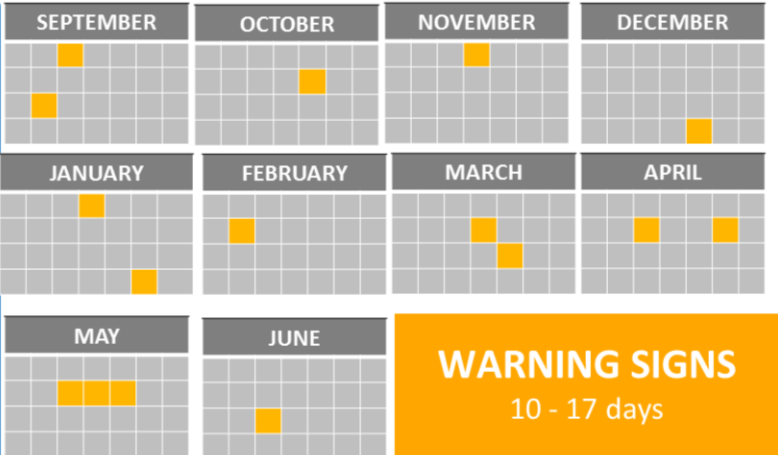
Source: AttendanceWorks http://www.attendanceworks.org/wp-content/uploads/2014/07/Attendance_ESPIPG_English_062614.pdf

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Facilitator Notes: "How many absences does this break down to per month? (1 or less) The goal is to not miss any school days but sometimes that is not possible. If a child misses 1 school day per month for 9 out of 10 months they will have good attendance."

9 days or less to do your best.



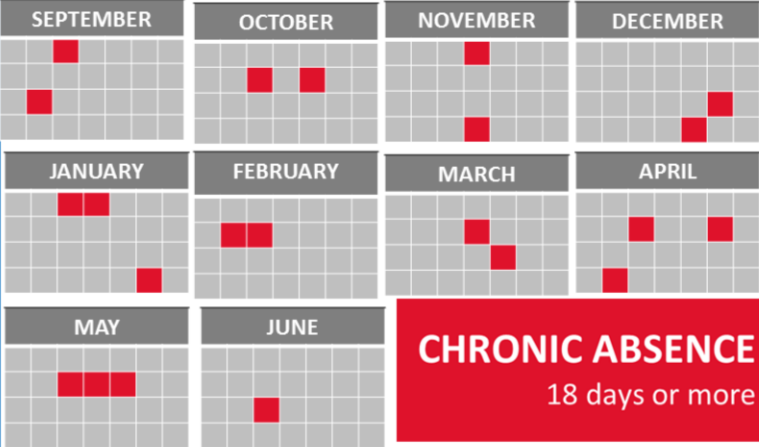
How many days is this per month?

WARNING SIGNS
10 - 17 days

Source: Attendance Works http://www.attendanceworks.org/wp-content/uploads/2014/07/Attendance_ESP1PG_English_062614.pdf

Facilitator Notes: "How many absences does this break down to per month? (1-2 absences)"

9 days or less to do your best.





How many days is this per month?

Source: AttendanceWorks http://www.attendanceworks.org/wp-content/uploads/2014/07/Attendance_ESP1PG_English_062614.pdf

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Facilitator Notes: "How many absences does this break down to per month? (2-3 absences)"

9 days or less to do your best.

SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
JANUARY	FEBRUARY	MARCH	APRIL
MAY	JUNE	CHRONIC ABSENCE = 1 full month missed	

Source: AttendanceWorks http://www.attendanceworks.org/wp-content/uploads/2014/07/Attendance_ESP1PG_English_062614.pdf
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Facilitator Notes: “This means that just 2 absences per month can add up to 1 full month of school missed.”

All days of school are important. Even if it is the day before or after a week-long break or the last few weeks of school, students are learning new things everyday that will help them stay on track.

Just based on attendance, can you guess
which children might be falling behind?



4 absences every month	3 absences every month	2 absences every month	less than 1 absence every month
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Source: Attendance Works http://www.attendanceworks.org/wp-content/uploads/2013/05/080514_AW_ParentToolkit.pdf

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Facilitator Notes: Ask the audience this question. Allow participants 1 min to give answers to the question. Feel free to let the participants shout out their answers or if this is a quiet group call on 1-3 parents to share their ideas.

Just based on attendance, can you guess which children might be falling behind?



4 absences every month	3 absences every month	2 absences every month	less than 1 absence every month	
Chronic Absence		Warning Signs		Good

Thinking Question

How does being **late to school** affect a child?

Facilitator Notes: Ask the audience this question. Allow participants 1 min to give answers to the question. Feel free to let the participants shout out their answers or if this is a quiet group call on 1-3 parents to share their ideas.

Being on time is important!

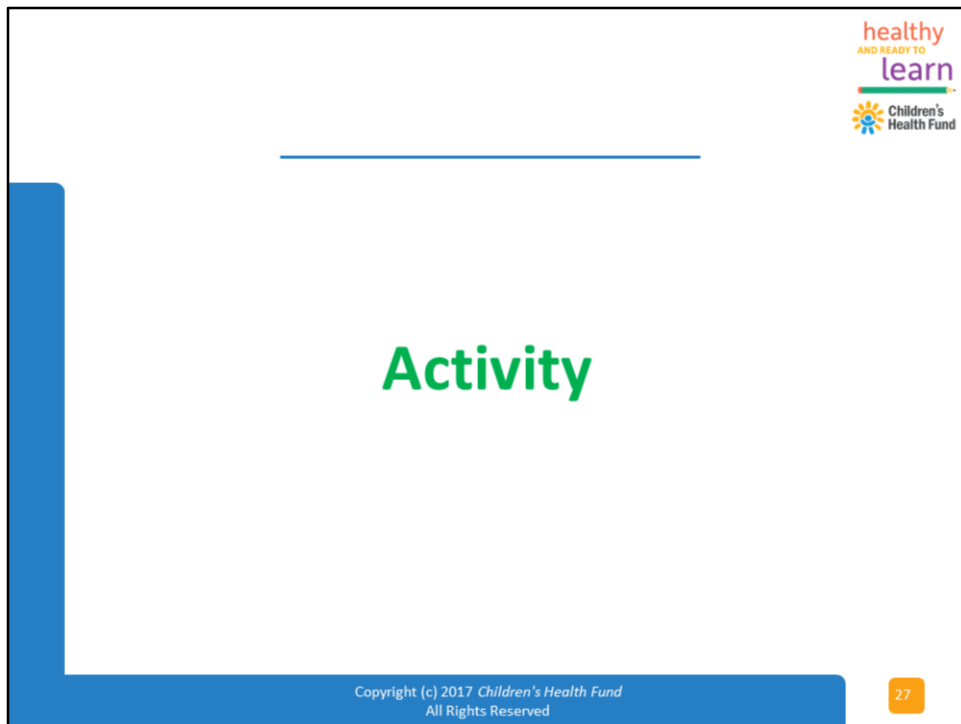
Being late can make a student:

- Stressed
- Confused and unprepared for class
- Miss learning time or instructions

Facilitator Notes:

Good attendance isn't just about being at school – it's about being at school **ON TIME** to make sure your child starts strong.

If your child is just 1 hour late for every day of the week, he's missed close to 1 full school day worth of class time.



“Washing an elephant” activity (Attendance Works): ask 1-2 volunteers to cover their ears/go outside. Instruct the rest of the “class” to start pretending to wash a big elephant (no words, just charades). Invite the volunteers back and give them 30 seconds to observe what’s going on. Then ask them to join in.

Discussion: How did it feel to walk in to that classroom? Did you understand what was going on? How did it feel to try to catch up / participate without hearing the instructions? How does this relate to a child being late to school?

Good attendance isn’t just about being at school – it’s about being at school ON TIME to make sure your child starts strong.

Let's Review!

True or False?

Chronic absence = 18 or more unexcused absences.

Facilitator Notes: Ask the audience this question. Allow participants 1 min to give answers to the question. Feel free to let the participants shout out their answers or if this is a quiet group call on 1-3 parents to share their ideas.

Let's Review!

False.

Chronic absence = 18 or more unexcused **or**
excused absences.

Let's Review!

True or False?

Just 2 excused absences per month affects your child's learning.

Facilitator Notes: Ask the audience this question. Allow participants 1 min to give answers to the question. Feel free to let the participants shout out their answers or if this is a quiet group call on 1-3 parents to share their ideas.

Let's Review!

True.

Just 2 excused absences per month affects your child's learning.

2 per month is too many!

Let's Review!

What should we add to this sentence?

Good attendance means being at school every day.

Facilitator Notes: Ask the audience this question. Allow participants 1 min to give answers to the question. Feel free to let the participants shout out their answers or if this is a quiet group call on 1-3 parents to share their ideas.

Let's Review!

What should we add to this sentence?

Good attendance means being at school
on time every day.

Attendance Tips for Parents:

- Talk to your child about why attendance is important.
- Set an attendance goal with your child.
- Use a calendar to keep track of absences.
- Go to the doctor on school holidays.
- Set bedtime and morning routines.

Source:
http://www.attendanceworks.org/wp-content/uploads/2014/07/Attendance_ESF1PG_English_062614.pdf
http://www.attendanceworks.org/wp-content/uploads/2010/05/Child-Attendance-Goals_General_070714.pdf

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Facilitator Notes: Click for bullet points.

Attendance Tips for Parents:

- Have a backup plan to get your child to school if you can't bring them yourself some days (neighbor, family member).
- Only keep your child home if they are truly sick (fever over 100).
- Talk to your child's teacher or school staff if getting to school every day, on time is hard.

Source:
http://www.attendanceworks.org/wordpress/wp-content/uploads/2014/07/Attendance_ESP1PG_English_062614.pdf
http://www.attendanceworks.org/wordpress/wp-content/uploads/2010/05/Child-Attendance-Goals_General_070714.pdf

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Facilitator Notes: Click for bullet points.

Parents Share

What strategies sound **most useful**
to you?

Facilitator Notes: Ask parents the parent share questions. Then allow participants 3 mins to talk about this question with the person to the left or right of them.

Today's Learning Goals:

- Missing out on school means missing out on learning
- Being absent two days a month puts your child at risk of being chronically absent
- Coming to school on time is important!
- Talk to your school if you need help getting your child to school

Thank you!



If you would like to see other attendance resources or find information on additional **Health Barriers to Learning**, please visit the **Healthy and Ready to Learn Resource and Training Center** at www.hrl.nyc

Questions?



(old pic) Source:

<http://www.fda.gov/BiologicsBloodVaccines/ResourcesforYou/Consumers/ucm345587.htm#vaccines>

WORKSHOP SURVEY

Thank you for taking part in our workshop! We would like your help in understanding how to improve the workshop, how much you learned, and if you think that you will apply what you learned in your work and life. Please take a few minutes to fill the following survey. Honest feedback is welcome!

1) What was the best part of the workshop?

2) What did you LIKE LEAST about the workshop?

3) How would you improve the workshop?

4) Please circle the number that best represents your knowledge and skills before and after this training:

What it means to have good attendance:

BEFORE THE WORKSHOP					AFTER THE WORKSHOP				
Very Low	Low	Medium	High	Very high	Very Low	Low	Medium	High	Very high
1	2	3	4	5	1	2	3	4	5

Why being on time to school is important:

BEFORE THE WORKSHOP					AFTER THE WORKSHOP				
Very Low	Low	Medium	High	Very high	Very Low	Low	Medium	High	Very high
1	2	3	4	5	1	2	3	4	5

Tips to get children to school every day, on time:

BEFORE THE WORKSHOP					AFTER THE WORKSHOP				
Very Low	Low	Medium	High	Very high	Very Low	Low	Medium	High	Very high
1	2	3	4	5	1	2	3	4	5

5) How likely are you to use the knowledge and skills that you learned in the workshop? (Please circle)

Not likely at all	Not likely	Neutral	Likely	Very likely
1	2	3	4	5




6) What challenges do you think you will have in using what you learned?

7) Any other feedback?

ATTENDANCE PARENT NEWSLETTER

BUILDING HEALTHY HABITS

ATTENDANCE

	Good Attendance 9 days or less	=	Ready for success!
	Warning Signs 10 – 17 days	=	School gets harder.
	Chronic Absence 18 days or more	=	Could fall behind.

Did you know? Children who miss school a lot in kindergarten often have lower reading scores in 5th grade.

Every school day counts. Good attendance in early grades is the first step to success in school!

SECRETS FOR SUCCESS

Make holidays into healthy days. School holidays are a great time to go to the doctor without missing school.

COOKING CORNER



Jalapeño Ranch Dip

Fresh

- 1 cup nonfat plain Greek yogurt
- 1 jalapeño pepper
- 1 clove of garlic
- 2 spoons olive oil
- 1 handful fresh dill
- 1 spoon of salt
- 1 spoon of pepper
- 1 spoon hot sauce

Easy

- 1 cup nonfat plain Greek yogurt
- 1 jalapeño pepper
- 1 spoon garlic powder
- 2 spoons olive oil
- 2 spoons ranch seasoning (packet)
- 1 spoon hot sauce

Directions: Put all ingredients in a blender. Blend together. (If you do not have a blender: chop into very small pieces. Mix everything together in a bowl). If dip is too thick, add more olive oil. If dip is too thin, add more Greek yogurt.

Serve with vegetables like carrots, celery, bell peppers, cucumber, snap peas, and broccoli.

Every school day counts!



Good Attendance

9 days or less

Ready for success!



Warning Signs

10 - 19 absences

School feels harder.



Chronic Absence

20 days or more

Could fall behind.

If you feel like you and your child are having trouble with attendance, please talk to your teacher, principal, or other school staff about how we can help.

