

Student Name: \_\_\_\_\_

School District: \_\_\_\_\_ School: \_\_\_\_\_

## MY ATTENDANCE SUCCESS PLAN

### POSSIBLE STRATEGIES TO REACH MY ATTENDANCE GOALS

- I will make attending school and every class on time every day a priority.
- I will keep track of my attendance and absences and can use the attached calendar.
- I will maintain a bedtime routine and set my alarm for \_\_\_\_\_ a.m.
- I will find a relative, friend or neighbor who can take me to school if I miss my bus.
- When I am struggling with a challenge that is keeping me from school, I will confide in an adult at school and seek help. I can list adults and friends on the Help Bank (attached).
- I will try to set up medical and dental appointments for weekdays after school.
- I will attend school every day unless I'm sick with a contagious illness, including Covid-19.
- If I cannot avoid missing school, I will contact my teachers to ask for materials and find out what I missed.

To improve my attendance, I commit to the following:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ROE/School Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Will County Regional Office of Education

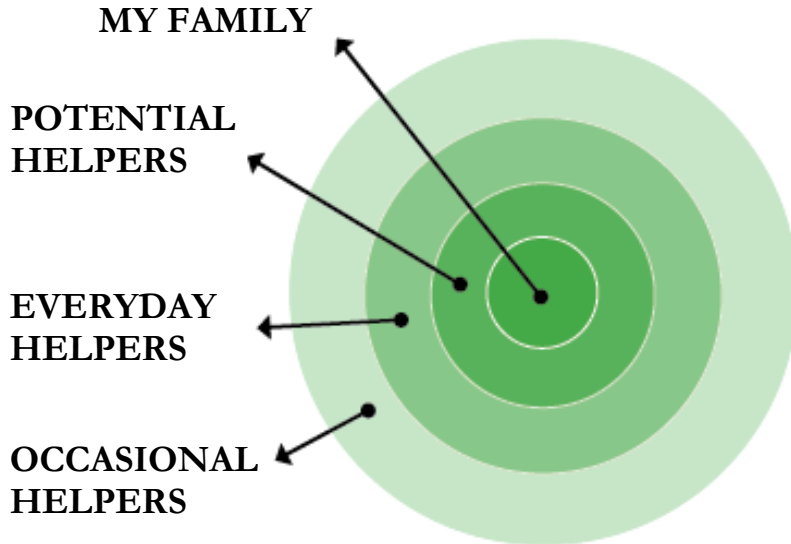


To learn more, please visit [www.attendanceworks.org](http://www.attendanceworks.org)

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

# MY HELP BANK

## CREATE BACKUP PLANS FOR GETTING TO SCHOOL



1. **My Family:** List who lives in your house.
2. **Everyday Helpers:** Identify who you can call on to help you get to school or resolve a problem. These are people like friends, neighbors, school staff, and relatives who can help regularly.
3. **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.
4. **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 to and from school or with a barrier to attendance, I will ask the following people to help me out:

Name: \_\_\_\_\_

Best Contact Number: \_\_\_\_\_

Name: \_\_\_\_\_

Best Contact Number: \_\_\_\_\_

Name: \_\_\_\_\_

Best Contact Number: \_\_\_\_\_

## 2022-2023 ACADEMIC CALENDAR

September '22						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October '22						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November '22						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December '22						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January '23						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February '23						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March '23						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April '23						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May '23						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June '23						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July '23						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August '23						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			



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

**Warning Signs** = 10 to 17 absences

**Satisfactory Attendance** = 9 or fewer absences

- I was present \_\_\_\_\_ days.
- I was absent \_\_\_\_\_ days.
- My goal is to improve my attendance. I will ensure that I miss no more than \_\_\_\_ days for the rest of the year.