SCOIL AN TSRATHA MHÓIR
Gleann Domhain, Mín an Labáin, Leitir Ceanainn, Co. Dhún na nGall.
Uimhir Fón: 074 9137454 | ríomhphost:oifig@stramorens.ie

Scoil an tSratha Mhóir Bheartas Tinrimh 2026
Attendance Policy 2026

Réamhrá: *Introduction*
Tá tradisiún measartha mhaith tinrimh, i measc dhaltaí Scoil an tSratha Mhóir. Cibé ar bith, de bharr athruithe ar shochaí na tíre tá sé riachtanach go gcuirfí ina luí ar thuismitheoirí an gá a bhaineann le tinreamh rialta poncúil na ndaltaí agus iad a bheith lánullamh d'obair na scoile. Tá sé mar chuspóir againn an dea-thinreamh a chothú agus a mholadh, chomh maith le daltaí a mbeadh fadhbanna tinrimh acu a aithint, agus tacaíocht a thabhairt dóibh sin chun an tinreamh a fheabhsú.

Traditionally, there is average attendance rate among the pupils of Scoil an tSratha Mhóir. However, because of changes in our society it is essential to emphasise to parents the importance of regular and punctual attendance as well as having the pupil fully prepared for school work. It is an objective of the school to praise and reward good attendance; and also to identify those pupils who have a problem with attendance and to support those students in order to improve attendance.

Cothaíonn tinreamh rialta ar scoil dea-nósanna rialtachta agus poncúlachta sa pháiste a bheidh ina mbunchlocha do shaol na meánscoile sa todhchaí agus san ionad oibre níos déanaí.
Regular school attendance helps inculcate good habits of regularity and punctuality which will act as a foundation for life in secondary school in the future and later on in the workplace

De réir an dlí, caithfidh páiste freastal go rialta ar scoil go dtí go mbíonn sé bliana déag d'aois sroichte aige/aici nó go mbíonn 3 bliana iar-bhunoideachais críochnaithe aige/aici.
By law, a child must attend school until he has reached his sixteenth birthday or has completed three years of post -primary schooling.

Tuairisciú *Reporting*

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Tá ceanglais ar gach scoil faoin Acht Oideachais (Leas) 2000 maidir le tuairisciú do TUSLA.
Tá de cheangal ar na scoileanna asláithreachtaí daltaí a thuairisciú, chomh mhaith le cúiseanna na n-asláithreachtaí sin ionas gur féidir le hOifigigh Leasa Oideachais cinneadh a dhéanamh más gá, maidir leis an idirghabháil is oiriúnaí do leasa oideachais an pháiste sin.

There is a duty under the Education Act (Amended) 2000 regarding reporting to Tusla. Schools are bound to report absences as well as the causes of those absences to Tusla so that the Education Welfare Officers (EWO) can decide on the most appropriate intervention, if any, to address the education welfare of the child.

Tá sé de dhualgas ar an scoil tuairisc a chur ar fáil faoi dhalta ar leith :
- nuair a bhíonn dalta as láthair ar feadh 20 lá ar bhonn carnach
- nuair a bhíonn imní ar Phríomhoide faoi thinreamh dalta
- nuair a chinneann Bord Bainistíochta scoile dalta a dhíbirt as an scoil
- nuair a bhíonn dalta 6 lá ar fionraí ón scoil ar bhonn carnach
- nuair a chinntear go mbainfí ainm dalta de rolla na scoile, cibé cén fáth.

Under the Act the school is obliged to report to Tusla every time
- *a student has reached 20 days absence cumulatively*
- *a Principal is concerned about a pupil's absence*
- *a Board of Management decides to expel a pupil*
- *a pupil has been suspended for 6 or more days cumulatively*
- *a pupil's name is to be removed from the school register for whatever reason*

Ról na dtuismitheoirí / caomhnóirí *Role of Parents / Guardians*

(Sa bheartas seo usáidtear an téarma „tuismitheoir" ach tharlódh gur caomhnóir a bheadh i gceist i gcásanna áirithe.) Iarrtar ar pháiste bheith ar scoil go rialta. Mar thuismitheoir, tá sé tábhachtach go gcuirfeá in iúl don scoil má bhíonn do pháiste as láthair, cúis na h-asláithreachta sin. Tá sé mar pholasaí ag an scoil go dtabharfaí na cúiseanna sin i scríbhinn sa dialann scoile an pháiste nó iad a chlárú mar thuismitheoir

tríd Aladdin Connect .Leanann an scoil na cleachtais a luaitear san alt thuas. Más rud é go bhfuil an páiste breoite, nó go bhfuil cúis mhaith eile leis an asláithreacht, ní ghníomhóidh Tusla. Ar an lámh eile, más rud é go bhfuil imní ann faoi fhreastal scoile an pháiste nó faoi na cúiseanna a thugtar leis an asláithreacht, tabharfaidh Oifigeach Leasa Oideachais (OLO)cuairt ort chun oideachas do pháiste a phlé leat.

Throughout this policy document the term 'parent' is used. However, in some circumstances the child's carer may be a guardian or other nominated person) Pupils are asked to be in school regularly. As a parent, it is important that the school be notified if your child is absent and the reason for the absence. It is school policy that this is done electronically via the Aladdin Connect facility or alternatively it can be done in writing in the child's school diary. The school follows the procedure mentioned in the above paragraph. If the pupil is ill or if there is another valid reason for the absence Tusla will take no action. On the other hand, if there is a concern about the pupil's absence or the reasons stated for the absence, the Education Welfare Officer (EWO) will visit you to discuss your child's education with you.

Oibreoidh an tOifigeach leat agus cuirfear gach cúinse teaghlaigh agus eile san áireamh sula ndéanfar aon chinneadh maidir le gníomhú, chun a chinntiú go bhfaigheann an páiste an t-oideachas atá de cheart aige/aici a fháil. Tá eolas faoin tseirbhís ar fáil ón líne Tacaíochta Oideachais Náisiúnta 1890 36 36 66. Is OLO a phléann leis an bpobal ar an líne tacaíochta seo. Is fiú do thuismitheoirí an leabhrán "Ná bíodh do leanbhsa thíos leis" (BNLO) a léamh. Gach eolas le fáil ar www.newbtusla.ie.

The EWO will work with you and take into account all family and other circumstances before arriving at a decision regarding action in order that your child will receive the education to which he has a right. The EWO deal with the public on this support line. Parents will find it worthwhile to read the pamphlet 'Don't let your Child lose out'. Information about Tusla available on www.tusla.ie

Mar a dhéantar Monatóireacht ar thinreamh *Monitoring of Attendance*

Cláraítear tinreamh an dalta go leictreonach ar an gcóras Aladdin idir 9.50 agus agus 10.00 gach lá: 30 nóiméad tar éis tosach theagaisc an lae. Ní mór do thuismitheoirí nóta scríofa a chur ar fáil i gcás gach asláithreachta nó an asláithreacht a chlárú go leictreonach mar thuismitheoir tríd Aladdin Connect. Déanann an runaí taifead de gach

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nóta. Caithfear nóta mínithe, nó teastas dochtúra nuair is cuí a chur ar fáil i leith gach asláithreachta, luathfhágáil na scoile nó má tá an dalta déanach ar maidin, san áireamh. Tá sé de cheart ag scoil údarthacht na nótaí seo a cinntiú in am ar bith. Déantar an leabhar rolla a mharcáil go leictreonach de réir córas na Roinne Oideachais agus Scileanna. Má bhíonn an dalta as láthair ag am rolla marcáiltear as láthair é/í, Ní féidir an marc seo a athrú. Sa chás go dtagann páiste ar scoil tar éis an rolla déanta beidh nóta tógtha go raibh an dalta déanach an lá sin cé go mbeidh siad fós as láthair. Moltar teagmháil a dhéanamh leis an scoil i gcónaí ach mura bhfuil páiste ina s(h)uí don rolla glacfar leis go bhfuil sé/sí as láthair.

Pupils' attendance is recorded electronically on the Aladdin system between 9.50 a.m. and 10.00 a.m. every school day; i.e. 30 minutes after the commencement of teaching for that day. Absences may be explained electronically by parents through the Aladdin connect facility or alternatively a note of explanation or a doctor's note where relevant must be provided for every absence, every early departure or late arrival in the morning. Every note is recorded by the secetary. The school reserves the right to check the authenticity of notes at any time. The leabhar Rolla(online) is marked in accordance with the rules of the Department of Education and Skills (DES). Pupils who are in school are marked as present. If a pupil is absent at the time of marking the roll that pupil is marked as absent.

Má thárlaíonn go bhfágann dalta an scoil gan chead cuirfear scéala láithreach chuig na tuismitheoirí ar bhonn práinne agus cuirfear an scéal in iúl don nGarda Síochána. I gcás daltaí a thagann ar scoil ar a gconlán féin, déileáiltear leo mar seo a leanas má thagann siad isteach déanach :
In the event of a pupil leaving the school without permission parents will be contacted immediately as a matter of urgency and the Garda Síochána notified. In the case of pupils who come to school unaccompanied by a parent or other designated adult, late arrival will be dealt with in the following manner:

1. Tugann an t-oide ranga rabhadh ó bhéal don dalta gach uile uair go dtagann sé/sí ar scoil mall gan míniú i scríbhinn. Síníonn an dalta an cóipleabhar speisialta do dhaltaí a thagann déanach. Bíonn sé seo ar fáil taobh amuigh d'oifig an rúnaí.

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An oral warning will be given to the pupil every time he/she is late for school without a written explanation from the parents. The pupil will sign the late arrival register outside the secretary's office.

2. Má thugtar faoi deara patrún teacht déanach ar scoil gan míniú i scríbhinn .i. go mbíonn an dalta mall trí mhaidin in imeacht thréimhse míosa, rachaidh an t-oide ranga / príomhoide i dteagmháil le tuimitheoir faoi.
   If a pattern of late arrival in school, without an explanatory note from parents, is noticed .ie. that the pupil is late 3 mornings in a month, the class teacher/principal will contact parents.

3. Má leanann an pátrún teacht déanach ar scoil ina dhiaidh sin, tabharfaidh an Príomhoide cuireadh do na tuismitheoirí teacht chun na scoile chun an fhadhb a phlé agus chun iarracht a dhéanamh teacht ar a réiteach. Is ionann bheith déanach agus teacht ar scoil tar éis 9.20 r.n.
   If the pattern of late arrival continues thereafter, the principal will invite the parents to come to the school to discuss the problem and attempt to find a resolution.
   A pupil is deemed to be late if he/she arrives after 9.20 a.m.

Cumarsáid le Tuismitheoirí / Caomhnóirí
Communication with Parents/ Guardians

Nuair a bhíonn tinreamh dalta ina ábhar imní don scoil déanann an scoil teagmháil fhoirmiúil leis na tuismitheoirí mar seo a leanas :
When a pupil's school attendance gives cause for concern the school communicates formally with the parents as follows:

a) Scairt gutháin ón scoil chuig na tuismitheoirí má bhíonn 5 lá scoile as a chéile caillte ag an dalta.
   A phone call from the school principal if the pupil misses without explanation 5 consecutive days

b) Sa chás go mbíonn dalta as láthair 6 lá scoile as a chéile gan leithscéal, cuirfear nóta chuig na tuismitheoirí ina dtabharfar cuireadh dóibh teacht chun na scoile chun na hasláithreachtaí a phlé leis an phríomhoide agus chun plean a chur le chéile chun an fhadhb a réiteach.
A note sent by post from the school if the pupil misses, without explanation, 6 consecutive school days. This note will invite the parents to the school to discuss the absenteeism with the principal and to devise a plan to solve the problem

c) Sa chás go mbíonn páiste as láthair níos mó ná 15 lá as 20 lá scoile gan míniú sásúil cuirfear nóta chuig na tuismitheoir i bhfoirm rphost ag tabhairt cuiridh dó/di/dóibh teacht chun na scoile chun an fhadhb a phlé chun teacht ar réiteach agus meabhrú dóibh go mbeidh sé de dhualgas ar an scoil an cás a chur chuig Tusla má bhíonn an dalta as láthair 20 lá ar bhonn carnach.
Should the pupil be absent more than 15 days of 20 consecutive school days without a satisfactory explanation an email will be sent inviting the parent to the school to discuss the problem and seek a resolution. This note will remind the parents that the school will be obliged to report the matter to the to Tusla when the pupil will have missed 20 days cumulatively

Ní chuirtear aon phíonós ar pháiste mar gheall ar asláithreachtaí nó i gcás neamhphoncúlachta nach mbíonn neart acu air.
A pupil will never be punished for an absence or lack of punctuality .

Dea-Thinreamh agus na Poncúlacht a Chothú
Promotion of Good Attendance and Punctuality

- Déantar páistí a mholadh go rialta ar bhealach foirmeálta agus go neamhfhoirmeálta as dea-thinreamh. Déantar sin ar bhealach neamhiomaíoch caoin cneasta le nach gcuirtear náire ar dhaltaí a bhíonn as láthair ar chúiseanna dlisteannacha nó ar chúiseanna nach mbíonn neart acu féin orthu.
Pupils who have a good attendance record will be praised regularly both formally and informally. This will be done in a kind, gentle, uncompetitive way so as not to

embarrass pupils who are absent for legitimate reasons or through no fault of their own.

- Iarrtar ar thuismitheoirí gan laethanta saoire a bheartú le linn laethanta scoile chun nach gcuirtear isteach ar leanúnachas na foghlama nó ar obair i ngrúpaí a bheadh ar siúl sa rang. Níl aon dualgas ar mhúinteoirí obair scoile a thabhairt don dalta le déanamh le linn asláithreachta.
  Parents are asked not to plan holidays which would remove the children from school during term time. This is so that the continuity of learning is unimpeded or group work in the classroom is not interfered with. A teacher is not obliged to give pupils work during such an absence.

Athbhreithniú: *Review:*

Dréachtadh an beartas seo i gcomhairle leis an Phríomhoide, an Bord Bainistíochta agus le múinteoirí agus le tuismitheoirí na scoile. Déanfar athbhreithniú air sa scoilbhliain 2029 nó níos luaithe más léir go mbíonn sin riachtanach.
This policy was revised in consultation with the school principal, Board of Management, teachers and parents. It will be reviewed during the 2029 school year or earlier should that be necessary.

Athbhreithniú *Review*

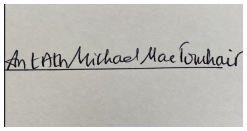
Déanfaidh ionadaithe ón phobal scoile uile measúnú ar an bheartas seo ar bhonn leanúnach agus déanfar athbhreithniú air dá réir mar is cuí.
The Policy will be evaluated on an ongoing basis by representatives from the whole school community and will be reviewed when necessary.

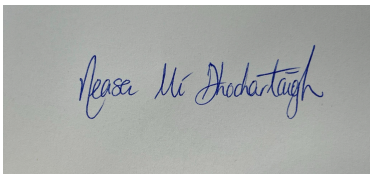
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Daingniú. *Ratification*

Ghlac Bord Bainistíochta Scoil an tSratha Mhóir leis an mbeartas seo ar an 08/10/2026
The policy was ratified by the Board of Management of Scoil an tSratha Mhóir on 08/10/2026

Síniú 
(Cathaoirleach an Bhoird Bhainistíochta)
Dáta: 08/10/2026

Síniú 
(Príomhoide)
Dáta: 08/10/2026