### **School Attendance Improvement Plan**

## **1. Title Page**

* **School Name**: [Insert School Name]
* **Plan Title**: School Attendance Improvement Plan (SAIP)
* **Academic Year**: [Insert Year]
* **Date of Submission**: [Insert Date]
* **Prepared By**: [Names of the Team]

## **2. Executive Summary**

* Purpose: To increase attendance rates and reduce absenteeism.
* Key Objectives: [List Objectives]
* Summary of Key Actions and Milestones.

## **3. Needs Assessment**

* **Data Sources**: Review of attendance data, teacher feedback, and parent input.
* **Attendance Trends**: Analysis of past attendance data.
* **Root Causes of Absenteeism**: Causes such as health issues, transportation issues, and family crises.

## **4. Goals and Objectives**

* **Goal 1**: Increase overall attendance rate to [Insert Percentage].
* **Goal 2**: Reduce chronic absenteeism by [Insert Percentage].

## **5. Strategies and Interventions**

* **Incentive Programs**: Reward systems for perfect attendance.
* **Communication with Parents**: Parent-teacher communication to address absences.
* **Transportation Solutions**: Support for families with transportation challenges.
* **Health Interventions**: Health screenings and support for sick children.

## **6. Action Plan**

| **Objective** | **Action/Strategy** | **Person(s) Responsible** | **Resources Needed** | **Timeline** | **Success Indicators** |
| --- | --- | --- | --- | --- | --- |
| [Insert Objective] | [Insert Strategy] | [List Names] | [List Resources] | [Insert Timeframe] | [Key Indicators] |

## **7. Budget and Resources**

* **Estimated Costs**: Transportation, rewards, and health interventions.
* **Funding Sources**: School budget, government grants, and donations.