

UPPER GRADES ATTENDANCE SUCCESS PLAN

Name	
Grade	
Contact Info	
Trusted Adult	

I have been tardy _____ times.

I have been absent _____ times.

#	Reason	Never	1-2 times	3-5 times	6+ times
1	I was sick (minor illness: cold, flu, headache)				
2	I was sick (COVID, chronic illness)				
3	I felt depressed or anxious				
4	I had an appointment (doctor, dentist, counselor)				
5	There were car issues				
6	The bus never came				
7	I had to take care of my siblings or another family member				
8	I was out of town				
9	I was suspended				
10	I had to go to court or was in a detention center				
11	I have an incarcerated or jailed parent/guardian				
12	I was homeless or did not have a place to stay				
13	The water or power was off at home				
14	I didn't have supplies or clean clothes				
15	I could not connect virtually (no internet, no device, etc.)				
16	I had a family emergency (injury, death, illness)				
17	I slept poorly or stayed up too late				
18	I did not finish my assignments or prepare for a test				
19	I do not feel safe at school				
20	I wanted to avoid another student(s) because of drama/mess				
21	I was afraid of being teased or bullied				
22	I have trouble communicating				
23	I am afraid of contracting COVID				
24	I am bored at school				
25	I hung out with friends instead of going to school				
26	My classes are not relevant				
27	My parents don't care if I miss school				
28	I was working at my job				
29	I don't feel like anyone cares for me at school				
30	I get in trouble too much				
31	I am worried that I will not graduate				
32	I am worried that I will not get into any college or program				

What are the top three reason you missed school?

#	Reason	# Days Missed
1		
2		
3		

STUDENT STRATEGIES

BARRIERS (questions 1-17)

- Coordinate an alternate plan to get to school (friend, neighbor, public transportation)
- Establish bedtime routine (set and stick to a bedtime, set up a wake-up alarm)
- Schedule appointments during breaks or early release
- Get the contact information for a trusted adult at school to plan around missed work, or needed supplies
- Obtain a copy of the school calendar and self-monitor for days missed

AVERSION (questions 18-23)

- Seek support from a trusted adult: communicate needs
- Contact teachers to create catch-up plans for days missed
- Contact a classmate to provide class notes

DISENGAGEMENT (questions 24-32)

- Participate in a group or club at school: there is something that everyone will enjoy
- Ask for a leadership responsibility
- Request tutoring, mentorship, or other academic or social supports

GOALS

I WILL...
1.
2.
3.

We will review progress in one month.

Student Signature: _____ Date: _____

School Staff Signature: _____ Date: _____