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

<table>
<thead>
<tr>
<th>Timing</th>
<th>Slide</th>
<th>Actions</th>
<th>Material Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 min</td>
<td>Slide 2</td>
<td>Introduce topic</td>
<td></td>
</tr>
<tr>
<td>3 mins</td>
<td>Slide 3</td>
<td>Allow participants 3 mins to talk about this question with the person to the left or right of them.</td>
<td></td>
</tr>
<tr>
<td>6 mins</td>
<td>Slide 4</td>
<td>Play the attendance video</td>
<td></td>
</tr>
<tr>
<td>1 min</td>
<td>Slide 5</td>
<td>Mention: Skills like reading and math build on each other every single year. If you miss an important skill in kindergarten, if can affect your grades even years later.</td>
<td></td>
</tr>
<tr>
<td>1 min</td>
<td>Slide 6</td>
<td>Mention: 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.</td>
<td></td>
</tr>
<tr>
<td>1 min</td>
<td>Slide 12-16</td>
<td>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?</td>
<td></td>
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</tbody>
</table>
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.

This means that just 2 absences per month can add up to 1 full month of school missed.

Allow participants 1 mins to give answers to the question. Choose 1-3 parents to share their ideas.

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.

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

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

Administer post-workshop surveys. Ask participants to complete the survey they received at the start of the workshop. Collect the surveys from all participants.
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.
Facilitator Notes: Allow participants 3 mins to talk about this question with the person to the left or right of them.
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.
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.
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


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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.
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.
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.
Good attendance may help your child go to college or trade school after high school.
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.”
Facilitator Notes: “Is this child still keeping up with the train?”
Facilitator Notes: “Or is that child going to get left behind?”
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.
Facilitator Notes: “How many absences does this break down to per month? (1 or less) The goals 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.”
Facilitator Notes: “How many absences does this break down to per month? (1-2 absences)”
Facilitator Notes: “How many absences does this break down to per month? (2-3 absences)"
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.
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?

<table>
<thead>
<tr>
<th>Chronic Absence</th>
<th>Warning Signs</th>
<th>Good</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 absences every month</td>
<td>3 absences every month</td>
<td>2 absences every month</td>
</tr>
<tr>
<td>less than 1 absence every month</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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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.

Thinking Question

How does being **late to school** affect a child?
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.
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.
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!
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:

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:

Facilitator Notes: Click for bullet points.
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:

<table>
<thead>
<tr>
<th>BEFORE THE WORKSHOP</th>
<th>AFTER THE WORKSHOP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Low</td>
<td>Low</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

Why being on time to school is important:

<table>
<thead>
<tr>
<th>BEFORE THE WORKSHOP</th>
<th>AFTER THE WORKSHOP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Low</td>
<td>Low</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
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<th>AFTER THE WORKSHOP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Low</td>
<td>Low</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Not likely at all</th>
<th>Not likely</th>
<th>Neutral</th>
<th>Likely</th>
<th>Very likely</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

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

7) Any other feedback?
**ATTENDANCE PARENT NEWSLETTER**

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### BUILDING HEALTHY HABITS

#### ATTENDANCE

<table>
<thead>
<tr>
<th>Good Attendance 9 days or less</th>
<th>=</th>
<th>Ready for success!</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warning Signs 10 – 17 days</td>
<td>=</td>
<td>School gets harder.</td>
</tr>
<tr>
<td>Chronic Absence 18 days or more</td>
<td>=</td>
<td>Could fall behind.</td>
</tr>
</tbody>
</table>

**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!

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### SECRETS FOR SUCCESS

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

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### 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.

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**www.hrl.nyc**

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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.