

## **Stay@School**

### **Workshop on Module 2 “Communication”**

Centro Municipal Esteve Paluzie. Catarroja, Spain, 19 Nov 2012

## **Minutes**

### **Participants**

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### **Minutes**

The following reflections have been made during the meeting:

We have agreed on elaborating a sheet including the headers of the module 1, showing the possible problematic situations with the students that may help the teachers on the prevention of.

Our daily attendance record allows us realise when a student is missing the lessons and we can act accordingly.

At the “level meetings” that are held regularly we discussed about the general situation of the group and the special cases, analysing the actions that have been carried out at tutorial level can we all make suggestions about the next steps.

The attendance registration system is valued positively.

We agree it is important that all the teachers follow the same strategy and act in the same way when we detect a case of absenteeism. For this students must know and understand the school regulation and the consequences of missing their classes, not forgetting prevention, early intervention and talk to the student and the agreements that can be made with him/her.