

Prevention
Prevention of poor attendance through good whole school attendance management

Early intervention
to reduce absence before it becomes habitual

Targeted reengagement
of persistent and severely absent pupil

All - Universal

All pupils Consistent application of policy and whole school approach. Attendance is everyone's business. Regular reminders re social media. Setting high expectations for all through positive promotion of attendance- weekly communication, Friday Dojos. Weekly Arbor % sharing with parents. Termly Arbor report.

97-100%

97%-100% Excellent Attendance
-Half termly letter/ email sent home. Regular Arbor alerts.
-Rewards weekly, half termly and end of year for children.

95-97%

Pupils at risk of lower-than-expected attendance identified through robust daily and weekly tracking
-Initial Teacher meeting to capture pupil and parent voice- document completed
-Contact with parent and pupil by class staff to explore if any in school barriers to attendance
-Letter 1 and info sheet sent to parents advising of attendance
-Meeting 1 held over telephone with attendance team and document completed
-Three Houses and schools work completed to ascertain child's voice.



93-95%

Lower than expected levels of attendance/ no improvement and concerning patterns of attendance identified through robust daily and weekly tracking
-Letter 2 sent expressing further concerns, invitation to face to face meeting with attendance team,
-Meeting2 with parent to understand barriers to attendance and agree support/actions with attendance team. Records completed.
-Support and action planning offered and monitored.

91-93%

Continued lower than expected levels of attendance/ no improvement and concerning patterns of attendance identified through robust daily and weekly tracking
-Notice to improve letter sent to parents and to Local Authority
- Invitation to face to face meeting and support
- Potential fines and/ or further action/ prosecution
--Contact with external agencies such as Internal Front Door



Persistent absence

Possible Support Strategies:- See Waves of Provision
- Early Help to be offered
- Signposting to relevant agencies
-Further child centred work completed to gain child's voice and parent voice as needed
-Collection of children by staff
-Home visits to explore support and reasons for absence - Bespoke support from staff
- Wraparound care, leadership jobs, clubs etc.

Severe absence

Pupil is persistently absent and concerning patterns of attendance identified through robust weekly and daily tracking. NO IMPROVEMENTS NOTED.
-Notice to improve letter sent with 20 days to improve. NTI expressing further concerns and further meeting arranged.
-Attendance action plan discussed
-Where there is a lack of parental engagement in support or support isn't effective, then referral to the Local Authority for formal and/or Statutory Procedures.