

ATTENDANCE MATTERS

Aim for success



ATTENDANCE	LOST LEARNING	OUTCOME/INTERVENTION
100%	Nothing missed Everything gained	Excellent - Every chance of outstanding success!
99.5%	1 DAY 5 Lessons WITHIN EXPECTATION	STAGE 1 Good chance of success. You must call your child's Head of Year by 08:30 to report any absences We understand that sometimes children are poorly but would ask you to prepare your family for the world of work where absences often go unpaid. With your consent, we have the facility to administer medication at school so whenever possible; send them to school. Please try to make medical & dental appointments out of school hours. Evidence will be required for absences due to appointments.
99%	2 DAYS 10 Lessons WITHIN EXPECTATION	
98%	4 DAYS 20 Lessons WITHIN EXPECTATION	
97.99%	Over 4 DAYS Over 20 Lessons BELOW EXPECTATION CATCH UP REQUIRED	
95%	9.5 DAYS 45 Lessons WORRYING, CHANCES OF FALLING BEHIND IMPACTING ON SUCCESS	STAGE 2 A letter will be sent home to remind parents/carers of our expectations A meeting will be set for Pupil/Attendance Officer/Head of Year & Tutor to establish what we can do to help. ADDITIONAL WORK WILL BE NECESSARY FOR LESSONS MISSED
92%	15 DAYS 70 Lessons LESS LIKELY TO SUCCEED & HARDER TO MAKE PROGRESS	STAGE 3 We'll invite Parents/Carers into school for an informal meeting with a view to addressing any barriers to attending school. We aim to resolve issues and put attendance incentives in place. We'll also make a HOME VISIT to discuss any issues you may have in the comfort of your own home.
90%	19 DAYS 95 Lessons LIKELY TO HAVE A DETRIMENTAL EFFECT ON ACHIEVEMENT & LIFE CHANCES	STAGE 4 We'll invite Parents/Carers into School for a formal meeting with Senior Leadership & the Board of Governors. During this meeting, we'll establish the need for any necessary support from external agencies. PUPILS WILL BE PUT ON ATTENDANCE REPORT We'll also make a HOME VISIT to finalise the arrangements.
90%	19 DAYS 95 Lessons LIKELY TO HAVE A DETRIMENTAL EFFECT ON ACHIEVEMENT & LIFE CHANCES	STAGE 5 At this stage pupils have reached Persistent Absentee Status We'll assess the interventions put in place during previous stages and where necessary pursue LEGAL INTERVENTION & issue Penalty Notices at £60 per parent/carer.