

Mudeford Community Infants School



ATTENDANCE CHART 2022.23

0-2 Days	99-100%	Excellent – children are accessing all learning opportunities	Class teacher to discuss absence and monitor	<ul style="list-style-type: none"> • Likely enjoyment of school • Positive friendships • Helping the class have best attendance • Motivated to learn
4-8 days off	96-98%	Good – very few learning opportunities are missed		
10 – 14 days off	93 – 95%	Risk of underachievement	Pastoral worker to discuss absence and monitor	<ul style="list-style-type: none"> • Letter from pastoral worker notifying attendance concerns & offer of support • Meeting with pastoral worker to discuss strategies to improve attendance • Attendance action plan (eg school nurse, GP, managing appointments, overcoming anxiety) in consultation with a senior leader • Letter of improvement when back in the green zone • Escalate to headteacher if no improvement
15 – 19 days off	90 – 92%	High risk of underachievement There may be: <ul style="list-style-type: none"> • Difficulty transitioning back to school • Difficulty engaging in lessons and following the Golden Rules • Friendship issues • Anxiety about attending school 		
20+ days off	Under 90%	Severe risk of underachievement	Deputy Headteacher (EYFS) & Headteacher to discuss absence and monitor	<ul style="list-style-type: none"> • Letter from the headteacher & meeting to discuss serious concerns • Fast track attendance action plan with 3 weekly monitoring • Local authority involvement & support • Attendance panel • Team Around the Family meeting • Home visits • Letter of improvement when moving back to the orange then green zone • Fines for unauthorised absence
28+ days off	Under 85%	Extreme risk of underachievement		



ATTENDANCE FLOWCHART

HT = Headteacher
DHT = Deputy Head (EYFS)
PW = Pastoral Worker
AO = BCP Attendance Officer
SO = School Office

Support and intervention from PW, SENDCO, Early Help, social care, school nursing team, GP scheme etc. Review period set and expectation that attendance will improve.

