Mudeford Community Infants School

AND INFANTS OCHOOL

ATTENDANCE CHART 2022.23

| 0-2 Days 4-8 days off | 99-100% | Excellent – children are accessing all learning opportunities Good – very few learning opportunities are missed | Class teacher to discuss absence and monitor | Likely enjoyment of school Positive friendships Helping the class have best attendance Motivated to learn |
|--|------------------------------|---|--|--|
| 10 – 14 days off 15 – 19 days off | 93 – 95% 90 – 92% | Risk of underachievement High risk of underachievement There may be: Difficulty transitioning back to school Difficulty engaging in lessons and following the Golden Rules Friendship issues Anxiety about attending school | Pastoral worker to discuss absence and monitor | 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 |
| 20+ days off 28+ days off | Under 90% Under 85% | Severe risk of underachievement Extreme risk of underachievement | Deputy Headteacher (EYFS) & Headteacher to discuss absence and monitor | 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 |

ATTENDANCE FLOWCHART



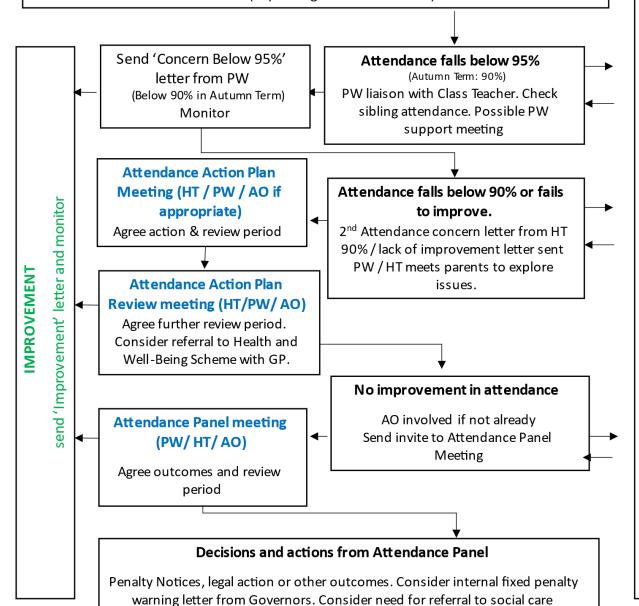
HT = Headteacher
DHT = Deputy Head (EYFS)
PW = Pastoral Worker
AO = BCP Attendance Officer
SO = School Office

At the beginning of and during the school year

Make parents aware of importance of good attendance via coffee mornings and leaflet; newsletter reminder of expectations

Ongoing monitoring of attendance

Weekly sharing of attendance data in newsletter, Monthly register monitoring, All absences followed up by SO, Termly 'how good is my attendance?' letter sent home, Attendance can be reviewed on Arbor Parent Portal and / or SchoolComms. Persistent lates and absence tracked by PW, DH (EYFS) & HT, Termly review with governors, Attendance Review meetings PW & HT (depending on rate of absence)



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