

### SUPPORTING CHILD ABSENCE BELOW 95%

Glebe is working within the **Department for Education: Working Together to Improve School Attendance** guidance framework on school attendance and the following guidance will be followed. **The Government states “Your child should attend school at least 95% of school sessions.”**

The members of the Attendance Team at Glebe are Mrs Crutchfield, Head, Mrs Grove, DSL and Mrs Tarrant, Attendance Officer. The role of the team is to support and facilitate good attendance for all children at Glebe to enable them to access education, flourish and develop socially and emotionally.

Everyone	4 days of absence	7 days of absence	10 days of absence	13 days of absence	16 days of absence	19+ days of absence
<p>Glebe is a place where every child belongs.</p> <p>We create welcoming environments to allow all children to gain a sense of belonging and ultimately achieve academically through regular school attendance.</p>	<p><b>Concerning levels of child absence.</b></p> <p>Internal Monitoring.</p> <p>Stage 1 phone call to parents with Attendance Officer.</p> <p>Early intervention considered as a supportive measure.</p> <p>Possible early help support offered.</p>	<p><b>Serious concerns regarding attendance.</b></p> <p>Stage 2 phone call to parents by Attendance Officer and follow up letter.</p> <p>Explore barriers and implement a programme to remove barriers.</p> <p>Early help support reviewed or offered.</p>	<p><b>The child is a high risk of Persistent Absence.</b></p> <p>Stage 3 letter sent to parents.</p> <p>Meeting with Attendance Officer and DSL.</p> <p>Review of early help and support strategies.</p> <p>Consider the support of external agencies.</p>	<p><b>The child is at serious risk of Persistent Absence.</b></p> <p>Stage 4 formal warning notice sent to parents.</p> <p>Meeting with Head, DSL and Attendance Officer.</p> <p>Parenting contract or supervision order considered at this stage.</p>	<p><b>Fast track referral</b></p> <p>All avenues have been exhausted and support is not working or not being engaged with. The school will now enforce attendance through statutory interventions or prosecution to protect the pupil's right to an education.</p>	<p><b>The child is now considered a Persistently Absent child.</b></p> <p>Persistent absence is when a pupil's overall enrolment drops below 85% or equates to 10% or more of their possible sessions.</p> <p>Safeguarding referrals at this stage can be made. The child and family will continue to be supported.</p>
<p><b>EXPECT</b></p> <p>A culture where children can and want to be in school.</p>	<p><b>MONITOR</b></p> <p>Use attendance data to identify patterns of poor attendance.</p>	<p><b>LISTEN &amp; UNDERSTAND</b></p> <p>Understand barriers to attendance, work together to remove them.</p>	<p><b>FACILITATE SUPPORT</b></p> <p>Access support to overcome barriers outside of school.</p>	<p><b>FORMALISE SUPPORT</b></p>	<p><b>Review of all support offered and continue to support the child and family.</b></p>	<p><b>ENFORCE</b></p> <p>Statutory interventions or prosecution to protect pupil's right to an education, if no other option.</p>