



# Great Meols Primary School Attendance Strategy

## Achieving Excellence Together



Great Meols Primary School believes that high attendance at school is vital in maximising a child's development, success and future life chances. We are committed to work together with pupils and parents to ensure we can achieve excellence in attendance together.

### Monitoring

- School office phone calls to parents on first day of absence if no reason for absence has been received. Logged on Arbor.
- Follow up phone call on subsequent days depending on nature of illness. Offer of phone call with attendance lead if required. Logged on Arbor.
- Whole school attendance and group data viewed daily on Arbor dashboard by the attendance lead.
- Regular review meetings between Headteacher, attendance lead and SENDCO held, looking at group and individual attendance.
- Attendance reminders letter sent out termly.
- Medical evidence for all illnesses requested by the school office.

### Promoting Attendance

- Weekly attendance data published in the Meol's Mail newsletter along with attendance messages.
- Current attendance data for every child available on the Arbor parent app.
- Sharing high attendance days on Twitter.
- Positive phone calls home to parents when a child's attendance has significantly improved.

### Stepped Interventions

Attendance %	Stage	Actions Taken	Support (offered at all stages)
92%-96%	School Intervention Stage 1	Depending on the context and understanding of the absence a letter (appendix 1) will be sent home.	Attendance Lead support Transport and financial support Home visits
86%-91%	School Intervention Stage 2	Contact to the parent/carer made by the attendance lead to discuss any barriers to high attendance and an offering of support. Notes kept on CPOMS.	School Nurse support SENDCO involvement Pastoral Support (see school mental health and well-being offer)
85% and below	School and Local Authority Attendance Officer Intervention	A letter to be sent home requesting a meeting with a parent/carer with the attendance lead, headteacher and the Local Authority attendance officer.	Local Authority Attendance Officer involvement Designated safeguarding lead involvement Four week support plan created and monitored.