



Stanton Road Primary School Attendance Strategy



Stanton Road 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 excellent attendance.

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.
- Informal daily check in with Attendance Lead and Attendance Admin Officer after morning registration to identify any follow calls/home visits required.
- Weekly meetings with Attendance Lead and Attendance Admin officer to discuss group and individual attendance.
- Whole School Attendance and group data viewed daily on Arbor dashboard by Attendance Lead.
- Half termly review meetings between headteacher, Attendance Lead and Inclusion Manager and Attendance Admin Officer held, looking at group and individual attendance.

Promoting Attendance

- Weekly attendance data published in the Stanton Newsletter along with attendance messages.
- Attendance is discussed as part of parents meetings.
- Promote high attendance days on Twitter.
- Highest attendance class is recognised in weekly celebration assembly.
- Weekly attendance for School Houses are recognised in weekly celebration assembly and tokens given.
- Certificates given half termly to children with 100% attendance.
- Weekly class attendance is displayed on the attendance board in the hall along with School Houses attendance.

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 Home Visits Inclusion Manager Support School Nurse Support Pastoral Support (ELSA) Local Authority Attendance Officer involvement Designated Safeguarding Lead involvement
86% - 91%	School Intervention Stage 2	A phone call to the parent/carer made by the attendance lead requesting a meeting to discuss any barriers to high attendance and an offering of support. Minutes of meeting kept. Four week support plan (Appendix 2) created and monitored.	
85% and below	School and Local Authority Attendance Officer Intervention	A letter (Appendix 3) to be sent home requesting a meeting with a parent/carer with the attendance lead, headteacher and possible involvement of the Local Authority attendance officer. Four week support plan (Appendix 2) created and monitored.	



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