



Parkside Middle School Attendance Support Offer

**Whole school
programme
Students
Parents/Carers
Staff**

1. Assembly Programme. Tutor time to focus on promoting good attendance – Every Lesson Counts!
2. Attendance incentives and rewards
3. Weekly Thrive lessons (including termly screening and class action plans in place).
4. Inclusion team day-to-day support (check-ins etc).
5. Student Voice through pupil surveys (Pastoral Leads).
6. Drop-in available with Family Support Worker, Welfare Manager.
7. Regular monitoring and analysis of attendance and absence data to identify pupils or cohorts that require support with their attendance – discussion with child and family led by Attendance Officer and Class Teacher.
8. First day of absence contact (where a reason for absence is not reported)
9. On third day of absence, where there is no response or a concern about

People Involved:

- All pupils from Year 5 – 8.
- Form Tutors.
- Heads of year
- Inclusion Team, including DSL and Family Support Worker.
- Attendance Officer.
- Parents/Carers.

**Tier 1
Provision**

Attendance below 90% is classed as persistent absence. 10 days of absence or attendance below 90% can lead to:

- Safe and well checks.
- Letter to parents/carers flagging attendance concern.
- Parents/carers to be invited to a school meeting. Formal action plan to support attendance to be agreed, barriers identified, individual attendance targets to be included. Date set for further meeting to review plan.
- Welfare Manager/Wellbeing Officer to support child with targeted intervention.
- Referral to School Family Support Worker and SENDCO (SEND pupils).
- Referral to Safeguarding Team (DSL/DDSL) or escalation to Tier 2 depending on circumstances.
- Attendance closely monitored.

People Involved:

- Welfare Manager/Wellbeing Officer.
- Attendance Officer and Head of Year.
- Inclusion Team, including DSL, SENDCO and Family Support Worker.
- Local Authority

**Tier 2
Provision**

Further days of absence can lead to a multi-agency approach to support:

- Referral to Early Help (Family Support) via Family Front Door/Children's Services.
- Involvement of a Youth Support Worker. GP to refer to Reach4 Wellbeing or a Social Prescriber.
- Referral to The Education Welfare Service (EWS) and Children Missing Education (CME) Team will work alongside the school and external partners to promote the importance of education.
- After 10 days of unauthorised absence, non-attendance is reported to the Local Authority via the irregular attendance reporting portal.
- Temporary part-time timetables, where agreed by the school, are reported to the Local Authority.
- Irregular and continuous absence is reported to the Local Authority where school intervention has not impacted positively on attendance.

People Involved:

- DSL/DDSL to refer to Early Help.
- Education Welfare Service and Children Missing Education Team.
- Youth Support Worker.
- GP/ NHS Reach4Wellbeing/Social Prescriber.
- Local Authority.

**Tier 3
Provision**

Further unauthorised absence will lead to:

- Attendance Officer/Family Support Officer and DSL to consider initiating legal action.
- Children's Social Services Referral (via DSL).

People Involved:

- Attendance Officer/Family Support Officer/DSL.
- Children's Services.
- Worcestershire County Council.