



Parkside Middle School Attendance Tiered Approach

Tier 3 – Higher Needs Strategies

Attendance Team to consider initiating legal action.

Referral to Children's Social Services via DSL.

Irregular and continuous absence updates are reported to the Local Authority where school intervention has not impacted positively on attendance.

Tier 2 – Individualised Strategies

10 days of absence or attendance below 90% can lead to:

Letters/phone calls to parents or carers flagging attendance concern.

Parents/carers to be invited to a school meeting and Attendance Support Plan put in place.

Inclusion team day-to-day support (check-ins etc).

Welfare Manager/Wellbeing Support Officer to support child with targeted intervention.

Referral to School Family Support Worker and SENDCO (SEND pupils).

Referral to Safeguarding Team (DSL/DDSL) dependent on circumstances.

Attendance closely monitored.

Referral or signposting to external agencies and/or Early Help Plan initiated in school.

After 10 days of unauthorised absence or irregular attendance, absence is reported to the Local Authority via the Children's Services Portal or Children Missing Education (CME) Team.

Temporary part-time timetables, where agreed by the school, are reported to the Local Authority.

Advice sought through Education Engagement Team at Local Authority.

Tier 1 – Universal Strategies

Whole school promotion of DfE Attendance Matters Moments Count campaign

Assembly Programme and tutor time to focus on the importance of regular attendance

Attendance incentives and rewards

Weekly Thrive lessons (including termly screening and class action plans in place).

Student Voice through pupil surveys.

Regular monitoring and analysis of attendance and absence data to identify support needs.

First day of absence contact (where a reason for absence is not reported)

On third day of absence with no contact, home visit undertaken.

Referral for Penalty Notice due to unauthorised term-time absence sent to Local Authority.