

# ATTENDANCE MATTERS

## Where Are You?

Attendance	Monitored By	What Will Happen?	Attendance v Attainment																					
Above 95% Good/Excellent	Attendance Officer	<ul style="list-style-type: none"><li>- Reward Trips</li><li>- Positive letters/post cards home</li><li>- Certificate of Achievement</li><li>- Positive clicks on class charts</li></ul> Crew Dominos Day (for best Crew overall attendance)	<p>Students with attendance at this level will make the most progress and this should lead to better prospects for College, University and Employment.</p> <table><tr><th>Attendance</th><th>Missed Days</th><th>Lessons Missed</th></tr><tr><td>100%</td><td>0</td><td></td></tr><tr><td>99%</td><td>2</td><td>14</td></tr><tr><td>98%</td><td>4</td><td>26</td></tr><tr><td>97%</td><td>5</td><td>31</td></tr><tr><td>96%</td><td>7</td><td>45</td></tr><tr><td>95%</td><td>9</td><td>57</td></tr></table>	Attendance	Missed Days	Lessons Missed	100%	0		99%	2	14	98%	4	26	97%	5	31	96%	7	45	95%	9	57
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Below 95% Unsatisfactory	Attendance Officer/Crew Leader	<p><b>Below 95%</b></p> <ul style="list-style-type: none"><li>- Awareness letter/email sent to parents/carers</li><li>- Attendance will be closely monitored by the Attendance Officer/ Crew Leader</li><li>- Possible access to reward trips if attendance is increased</li></ul> <p><b>93% - 90%</b></p> <ul style="list-style-type: none"><li>- Awareness letter/email sent to parents/carers to advise of concern</li><li>- Meeting held Attendance Officer, Crew Leader and student</li><li>- Parent/carers invited to meeting if no improvement</li></ul>	<p>Students with attendance at this level should reach their target grades and should have good prospects and opportunities for College, University and employment however they are just below the national average of attendance.</p> <table><tr><th>Attendance</th><th>Missed Days</th><th>Lessons Missed</th></tr><tr><td>94%</td><td>11</td><td>68</td></tr><tr><td>93%</td><td>13</td><td>81</td></tr><tr><td>92%</td><td>15</td><td>93</td></tr><tr><td>91%</td><td>17</td><td>105</td></tr><tr><td>90%</td><td>19</td><td>118</td></tr></table> <p>.</p>	Attendance	Missed Days	Lessons Missed	94%	11	68	93%	13	81	92%	15	93	91%	17	105	90%	19	118			
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Below 90% Persistent Absence Serious Concern	Attendance Officer/Local Authority	<p><b>Below 90%</b></p> <ul style="list-style-type: none"><li>- Letter/email to parent/carers advising no further authorised absences without evidence (medical) – Home Visits</li><li>- Planning meetings held with Attendance Officer, parent/carers and student</li><li>- No improvement formal warning letter sent by Local Authority</li><li>- No improvement Local Authority formal meeting to be held with all parties</li></ul> <p><b>Below 85%</b></p> <ul style="list-style-type: none"><li>- Fixed penalty notices issued by Local Authority</li><li>- Potential prosecution court action</li><li>- Multi agency plans considered (TAF's). Action Plan put in place.</li></ul>	<p>Lower academic achievement/leaving school with fewer qualifications. Significant impact on future education and careers. Risk of becoming NEET.</p> <table><tr><th>Attendance</th><th>Missed Days</th><th>Missed lessons</th></tr><tr><td>89%</td><td>21</td><td>130</td></tr><tr><td>88%</td><td>23</td><td>143</td></tr><tr><td>87%</td><td>25</td><td>155</td></tr><tr><td>86%</td><td>27</td><td>167</td></tr><tr><td>85%</td><td>29</td><td>180</td></tr></table>	Attendance	Missed Days	Missed lessons	89%	21	130	88%	23	143	87%	25	155	86%	27	167	85%	29	180			
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