

21st June 2022

Re: Attendance

Dear Parent,

In May 2022, the DfE released updated guidance on [Improving School Attendance](#). This was principally in response to poor attendance nationally following the removal of the restrictions and impositions associated with the Covid-19 pandemic.

The Academy has reviewed the guidance and updated its policies and procedures with the aim of restoring attendance to pre-pandemic levels. For an overview of these changes, please refer to the [Attendance Policy](#).

I cannot overstate the importance of attendance. Put simply, children who do not attend school regularly, underperform, which has a knock-on effect in terms of post-16 pathways and career opportunities.

The Academy's target is for all pupils to achieve an attendance of **100%** to afford them the best opportunity to fulfil their potential. From **September 2022**, where a pupil falls short of this target, a graded response will be implemented according to the attendance thresholds below.

Level	Threshold	Support
0	96.0-100%	No additional support required.
1	93% -95.9%	A phone call from the pupil's Form Tutor to discuss if there are any emerging issues with subjects, friendship groups, non-participation in clubs etc.
2	90%- 92.9%	A phone call from the pupil's Head of House to discuss if there are any established issues affecting attendance. Where the pupil's previous year's attendance data reveals a trend below the Academy's expectations, the phone call will be replaced with a meeting. Following the call/meeting, the Head of House liaises with the SLT Link, Enrichment Coordinator and SENDCo and/or other relevant professionals regarding the provision of appropriate, supportive intervention.
3	<90%	The Senior Leader with responsibility for attendance monitors and manages pupils using a range of strategies e.g. LA service, Fast-Track Framework, house calls/visits, fines and prosecution etc.

The rationale behind this graded response is to facilitate early intervention before attendance issues become established and more difficult to remedy.

The Academy is currently trialling the above and therefore you may be contacted during the remaining weeks of the Summer Term.

Believe, Succeed, Together

In addition to these changes, the DfE is currently reviewing the system of fixed penalty notices. Proposals include the imposition of fines in the following circumstances:

- 10 sessions of unauthorised absence, including lateness in a term (where support has not been successful, has not been engaged with, or is not appropriate).
- Any incidence of unauthorised holiday in term time.
- Any sessions of unauthorised absence immediately following a leave of absence in term time.
- A limit of two fines issued to one parent for the same child in any school year, followed by prosecution.

I will, of course, forward further information, as and when it is confirmed.

Yours sincerely,



Mr. N. Houchen
Principal