



<p><u>School Development Plan Priority</u></p> <p>4.1 D Overall absence is reducing and persistent absence rates for all pupils, and for different groups in relation to national figures for all pupils</p> <p>4.2 D Low attenders are improving their attendance over time and whether attendance is consistently low (in the lowest 10%).</p> <p>4.3 D Children are punctual in arriving at school and at lessons.</p>	<p><u>Focus of Visit</u></p> <p>Attendance governor to monitor attendance termly and ensure that all actions are taken</p>
<p><u>Visit time, date and Governor name:</u></p> <p>Simon King 13th July 2017</p>	<p><u>Staff name:</u></p> <p>Rebecca Norton</p>
<p><u>SDP actions to consider</u></p> <ul style="list-style-type: none"> • Attendance is monitored half termly and attendance letters sent out as necessary (where attendance has dropped or is below 90%). • Outside agencies to be used to support good attendance – Together for families. • Attendance clinics are held termly with the headteacher and the EWO and written agreements are drawn up at the meeting to help improve attendance and these are then reviewed at the next meeting. • A letter at the beginning of the year to be sent to all parents and put on the school website reminding parents/carers of the laws surrounding school holidays. • Unauthorised holidays are G coded and letters go out to families explaining the consequences. Where necessary penalty notices are issued. • <i>Letters to go out in Sept setting targets where attendance last year was below 90%. To be monitored closely and when drops again call attendance meeting.</i> • Low attendance is tracked and EWO is and other agencies are involved to improve attendance. • All children who are late to school are signed in the late book and marked as late in the registers. • Lateness is monitored and action taken to support improvement as 4.1. 	
<p><u>Ofsted Outstanding</u></p> <ul style="list-style-type: none"> ■ Pupils value their education and rarely miss a day at school. No groups of pupils are disadvantaged by low attendance. The attendance of pupils who have previously had exceptionally high rates of absence is rising quickly towards the national average. <p><u>Ofsted Good</u></p> <ul style="list-style-type: none"> ■ Pupils are punctual and prepared for lessons. They bring the right equipment and are ready to learn. ■ Pupils value their education. Few are absent or persistently absent. No groups of pupils are disadvantaged by low attendance. The attendance of pupils who have previously had exceptionally high rates of absence is showing marked and sustained improvement. 	



Previous visit: Progress on agreed actions and Impact

Data provided for the OFSTED inspection.

Observations and Discussions

Attendance from September to 12/07/17 stands at 96.05% it was discussed that this was slightly higher than expected. RN explained that the probability was that it would drop slightly in the last week as parents took children on holiday early.

Groups of children were discussed and attendance monitored overall there is no large statistical difference between the groups. Attendance for FSM children is 96.44% which is slightly above the other children. This is also the case for children on SEN support which is 96.83%. It was noted that 7 children have 100% attendance this year. 2 of this group have has 100% for the last 3 years. This will be rewarded at Prizegiving.

Individual cases of low attendance were then reviewed. One child with low attendance has a letter from a doctor to explain. Where attendance was low this year it was compared to previous attendance. This demonstrated that one family had taken an unauthorised holiday this year yet previously the attendance had been 99%. There is one case that will be followed up with the Educational Welfare Officer as unauthorised holiday taken stand particularly high and attendance was 90% last year with unauthorised absences. Following this there was a discussion one how the headteacher makes comments on the children's reports with regard to poor attendance so that is in writing and on record – not just a letter that is sent out.

When Ofsted visited in March 2017 attendance was one of their lines of enquiry. The inspector wrote:

My final line of enquiry was about attendance. The most recent published information shows that overall absence is higher than the national average for pupils who are entitled to free school meals and for those pupils who have special educational needs and/or disabilities. You have put in place a robust system to monitor pupils' attendance. You also work closely with the education welfare officer and parents to tackle poor attendance. This is proving to be successful, as overall attendance for pupils in these significant groups is now above the national average.

Summary to be entered on Governor Monitoring Plan:

Attendance continues to be monitored closely and the impact of this is attendance is good for all groups.

Further Action Required:

To continue to monitor attendance closely and follow up individuals where attendance continues to be poor.

Impact of Governance:

Challenging questioning regarding unauthorised holidays and the action taken.

Date and time of next visit:

Nov 2017

Governor signature:

Date:

Staff signature:

