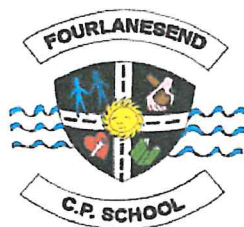




<p><u>School Development Plan Priority</u></p> <p>4.1 D Overall absence is reducing and persistent absence rates for all pupils, and for different groups in relation to national figures for all pupils</p> <p>4.2 D Low attenders are improving their attendance over time and whether attendance is consistently 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>July 2018 Simon King</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. • 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. • 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. 	

Fourlanesend Community Primary School – Governor monitoring visit report form



	Subjects Combined	Writing	Reading	Mathematics
1718YARGROUP:ALL [99 children]	+3.1	+3.0 [98 pupils]	+3.2 [98 pupils]	+3.2 [98 pupils]
NOT LATE ARRIVALS [84 children]	+3.1	+2.9 [84 pupils]	+3.2 [84 pupils]	+3.2 [84 pupils]
LATE ARRIVALS [14 children]	+3.2	+3.2 [14 pupils]	+3.3 [14 pupils]	+3.1 [14 pupils]

Although progress is not hindered by the late arrival, interestingly attainment in maths is. Maths is the latter part of the morning, so it is not the fact that they are missing these lessons.

	Subjects Combined		Writing		Reading		Mathematics	
	Below	At/Above	Below	At/above	Below	At/above	Below	At/above
1718YARGROUP:ALL [99 children]	42.9% 42/98	57.1% 56/98	33.7% 33/98	66.3% 65/98	32.7% 32/98	67.3% 66/98	36.7% 36/98	63.3% 62/98
NOT LATE ARRIVALS [84 children]	40.5% 34/84	59.5% 50/84	33.3% 28/84	66.7% 56/84	33.3% 28/84	66.7% 56/84	33.3% 28/84	66.7% 56/84
LATE ARRIVALS [14 children]	57.1% 8/14	42.9% 6/14	35.7% 5/14	64.3% 9/14	28.6% 4/14	71.4% 10/14	57.1% 8/14	42.9% 6/14

Medals were awarded to 4 children for 100% attendance this year at prize giving. All reports covered attendance and where there were any issues it was addressed in the headteacher comment.

Summary to be entered on Governor Monitoring Plan:

Attendance for 2017/18 covered

Further Action Required:

Continue to monitor attendance closely.

Impact of Governance:

All SDP actions completed over the year and monitored through termly reports which address every bullet point over the year.

Date and time of next visit:

July 2018
Jan 2019

Governor signature:

Date:

[Signature]
20.9.2018

Staff signature:

[Signature]
R Norton