

## Ridgewood Attendance Strategy

<b>Wave One:</b> Expect	We promote and insist on high attendance from all students. This is communicated to all stakeholders in a variety of ways, including but not limited to: policies, school displays, whole school letters of communication, standards and expectations week, rewards/incentives.	
	<b>Details</b>	<b>Interventions</b>
<b>Wave Two:</b> Monitor	We have a dedicated attendance team who track and monitor patterns of attendance (at individual and cohort level). They work with all stakeholders to address poor attendance before it becomes a greater concern.	<ul style="list-style-type: none"> <li>• First day telephone contact where reason for absence is unknown</li> <li>• Patterns of non-attendance may trigger a home visit by the attendance and welfare officer</li> </ul>
<b>Wave Three:</b> Listen and understand	Where poor attendance is a barrier to student achievement our attendance and welfare officer will engage with students and their parents/carers to listen and understand. They will work to agree ways in which all involved can work together towards improved attendance.	<p><b>Letter one – Expectations</b></p> <p><b>Letter two – Cause for concern</b></p> <p><b>Letter three – Invitation to meeting</b></p> <ul style="list-style-type: none"> <li>• Home visits by the attendance and welfare officer</li> <li>• South Yorkshire Police truancy sweeps</li> </ul>
<b>No improvement, progress to wave four. Where absence intensifies, support intensifies.</b>		
<b>Wave Four:</b> Facilitate support	Our attendance and welfare officer will work with others in school to facilitate support for individuals to overcome barriers. This may involve the Safeguarding Team or Early Help Co-ordinator, where poor attendance is a symptom of more complex issues that require expert support from external agencies.	<ul style="list-style-type: none"> <li>• Parent/carer meeting with attendance and welfare officer and Associate Leader for Inclusion</li> <li>• Reintegration meeting with student</li> <li>• Form tutor/Achievement co-ordinator support</li> <li>• STAR Centre support</li> <li>• SENCO support</li> <li>• Safeguarding Team/Early Help support</li> </ul>
<b>Wave Five:</b> Formalise support	<p>Where absence persists and families are not engaging with support, our attendance and welfare officer will work to explain the consequences of non-attendance clearly. Support will be extended to enable parents/carers to respond.</p> <p>Depending on the circumstances, this may include formalising support through an Attendance Contract/support plan or Education Supervision Order.</p>	<p>Formalised attendance contract</p> <p>Parent/carer meeting with designated senior leader with responsibility for attendance</p> <p>Education Supervision Order</p> <p>Involvement of local authority</p> <p>Attendance panel</p>
<b>Wave Six:</b> Enforce	Where all routes of support have been exhausted and are not working or not being engaged with, attendance will be enforced through statutory intervention or prosecution to protect the students' right to an education.	<p>Attendance Prosecution Section 444 (1) unauthorised absence or Section 444 (1a) aggravated offence</p> <p>Education Supervision Order</p> <p>Magistrate's Court Hearing and Summons</p> <p>LA Specialist Support Prosecution and post prosecution interventions</p>