



4-Tiered Approach for Attendance

Key	Level of Intervention
1	Tier 1 Intervention
2	Tier 2 Intervention
3	Tier 3 Intervention
4	Tier 4 Intervention

Tier 4

Legal action. We need an instrumental change to take place so the child does not miss out on any further learning or experiences at school.

4

Tier 3

We will now enforce the parent duty because the plan has not been adhered to. There will be a first warning for the notice of prosecution and we will follow the legal framework. **Change is needed at this stage.**

Tier 2 will always remain in place. We will be consistent in our approach. **We don't want to enforce legal duty and penalty notices.**

3

Tier 2

We have noticed broken weeks in your child's attendance (3 in a half term, 5 in a term). **It is time to implement a pupil support plan.** There will be a meeting with parents/carers in school to identify barriers to attendance

What adjustments can be made to help your child to attend school? Child completes a 'Child Wishes Form' to gauge their lived experience in school.

What support mechanisms can be put in place?

We will identify...Where we are? Where we want to be? How do we get there?

We will make it clear what the expectations of the parents are. What will the adjustments look like?

Need to evidence the level of engagement from the parents. Review after 4 to 6 weeks (any new barriers, new adjustments needed?)

2

Tier 1

We have noticed broken weeks in your child's attendance (2 in a half term, 3 in a term). **You will receive a supportive letter, can we help?**

We will not be using vocabulary like 'concerned'. We will give you lots of opportunities to speak to us.

1

UNIVERSAL SUPPORT

- At Carbeile Junior School, our approach to attendance is through instilling a sense of belonging into the children so they feel valued and missed.
- We will be working very closely with the parents, so they feel supported and listened to regarding the challenges of getting their children to school.
- We will monitor broken weeks predominantly, alongside an ongoing %, this will avoid issues with one-off holidays and lengthy absences for illness.
- This will be a strategic approach to aim for improved attendance figures for individuals and therefore across the whole school.

All staff are involved. Teachers and TAs are hugely important, but all staff need to instil a sense of belonging. "We care, we missed you, it's great to see you, we want you back in the class, we value you."