

Policy Summary

- What is the intention of the Policy?
- What is an Authorised / Unauthorised absence?
- What is the responsibility of the school?
- How do we reintegrate pupils following absence?
- A self-evaluation tool for schools regarding absence management.
- What are the Parental responsibilities?
- What does the law say?
- What are the responsibilities of the Local Authority?
- What do the Education Social work Service do?
- How are attendance issues referred to the LA?
- How do we monitor attendance as an authority?
- What part do Children's Services play in ensuring attendance?
- The policy in relation to Children Looked after.
- Multi Agency working.
- Working with partners in Health
- Links with other Local Authorities
- Fixed penalty Notices
- The position around family holidays and extended overseas holidays.
- Children Missing in Education
- Safeguarding and Attendance
- Elective Home Education

TEMPLATES PROVIDED

- Attendance procedure Flow Chart
- Attendance Support Plans
- Termly self-Evaluation of Attendance
- School Nursing Referral forms
- Parents' Guides