



Woodside

Attendance Strategy

1- Formal letter to parents
2- Formal meeting to agree attendance contract
3- Home visit- CSAWS
4- Discussion with LA/Trust
5- Targeted attendance pathway with LA- penalty notices/prosecution

1- Initial phone call from 'Mrs King-Attendance Officer'
2- Where the conversation has been unsuccessful or no engagement- communication in writing via email
3-Referral to CSAWS for attendance clinic with Education Welfare Officer- individualised support plans devised.
Tracking , Identification and support of those families who require support to improve attendance and punctuality

Rewards for being in school all week- Attendance stamps and Emporium
Rewards for being in school every day and 'through the gate by half past 8'
Newsletter updates
Attendance tracking of all children through phase meetings
All children greeted every gate on the morning
Teachers and TAs welcoming children back into school positively

Woodside Attendance provision

Holidays in term time - go straight to an LA referral - (red section) as all term time holidays will not be authorised based on new legislation (19th August 24 DfE)
Lack of engagement/contact regarding absence can result in safeguarding procedures being followed.

Ensure you do not take your child out of school during term on holiday.

Completing holiday requests if you do to be open and honest about this.

Liaise with Mrs King- Attendance Officer or Mrs Johnson- Attendance Champion if you need support getting your child to school
Your child will be offered a Mindful Mentor

Ensure your child is in school every day
Ensure your child is 'Through the gate by half past 8 every day'
Report all absences or lateness to school office every day before 8:50am

Woodside Attendance -Parent Guide

What we expect our parents to do at every level regarding attendance

**Work with your
parents and the
school to get to
school every day
and on time**

**Ask Mrs Johnson or Mrs King if you need
support with getting to school
Speaking to class teacher about any
worries you have
Speak to your parents
A Mindful Mentor will be offered to
support you**

Ensure you are in school every day

Ensure you are 'through the gate by half past 8 every day'

**Collect your stamps each week for 100% attendance and punctuality
More stamps= bigger /more rewards from the 'Attendance Emporium'**

Woodside Attendance -Pupil Guide

**What we expect our pupils to do at every level
regarding attendance**

Phase Attendance -Targets



Phase 1- EYFS and Y1- **Target 95.3%**

Phase 2- Y2, Y3 and Y4- **Target 95.7%**

Phase 3- Y5 and Y6- **Target 96.1%**

The phase who meets their target half termly will be rewarded with a phase reward celebration.

Woodside Attendance -Targets

Within our three phases at Woodside, we have attendance targets set. These targets are adjusted to reflect current contexts to ensure equality for all.

Attendance is analysed within phase meetings and key pupils of concern targeted.