

Working together to improve school attendance – The role of the Senior Attendance Champion and how to reduce pupil absence!

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Birmingham City Council

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Selly Park Girls School

A pink rounded rectangular button with a white circular arrow icon on the left and the word "RESET" in white capital letters on the right.An orange rounded rectangular button with a white play button icon on the left and the word "RESHAPE" in white capital letters on the right.A green rounded rectangular button with a white power button icon on the left and the word "RESTART" in white capital letters on the right.

Housekeeping

- Session is being recorded and will be available after the event – please leave the session if you don't want to be recorded
- Please keep cameras off
- Please keep microphones off
- Time for questions through the session and at the end
- Break for 10 mins in the middle of the session



Session content

- Working together to improve school attendance
- Core principles related to school attendance
- The role of the School Attendance Champion
- In practice...
- Definitions of persistent and severe absence
- PA and SA action planning
- Whole school strategies
- Selly Park Girls School – a whole school strategy in action
- Attendance policy



Working together to improve school attendance

- New statutory guidance
- Attendance is everyone's responsibility
- Chapter 1 – Importance of school attendance
- Chapter 2 – Expectations of schools
- Chapter 3 – Expectations of MATs and Governors
- Chapter 4 – Expectations of LA's
- Chapter 5 – Persistent and severe absence
- Chapter 6 – Attendance legal intervention
- Chapter 7 – Contents of the admission register
- Chapter 8 – Contents of the attendance register



What do you think are the core principles we ***know*** are essential for good attendance in schools?

Answers in the chat please!



Core principles related to good attendance

- Attendance is everyone's business
- ***Starts with School Leadership***
- Safeguarding and School Improvement (including Governors)
- Accurate data and data analysis
- Accurate registration practices
- Attendance policy and written procedures
- High Profile in school
- Strength and relationship-based approach with parents and children
- Early Help and early intervention
- Multi agency working
- Escalation procedures including legal action when all else fails (UA)

The role of the School Attendance Champion

- Chapter 2 – Expectations of schools
- ‘Improving attendance is a school leadership issue’
- Designated senior leader – member of SLT
- Overall responsibility for championing attendance
- Set a clear vision
- Establishing and maintaining effective systems
- Followed by all staff
- Strong grasp of attendance data
- Regular monitoring and evaluation
- Efficacy of school systems



Includes...

- Making sure the teaching and non-teaching staff know the importance of good attendance
- Consistent communication with children and parents
- Providing all the training and professional development staff need
- Attendance appropriately resourced
- Attendance and Support staff
- Home visits/Working in partnership with parents, LA and other partners



Working with parents and pupils

- Setting high expectations for attendance and punctuality
- Communicating with parents and pupils
- Help parents understand what's expected
- Attendance link to attainment, wellbeing and wider development
- Clarity on short term and long-term consequences of poor attendance
- Demonstrate the benefits of good attendance – displays, assemblies, registration
- Recognise ‘attendance is never solved’
- Recognise poor attendance as a possible warning sign re; safeguarding



In practice...



 **RESET**



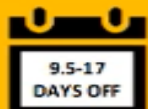
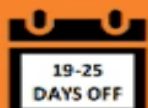

 **RESHAPE**

 **RESTART**

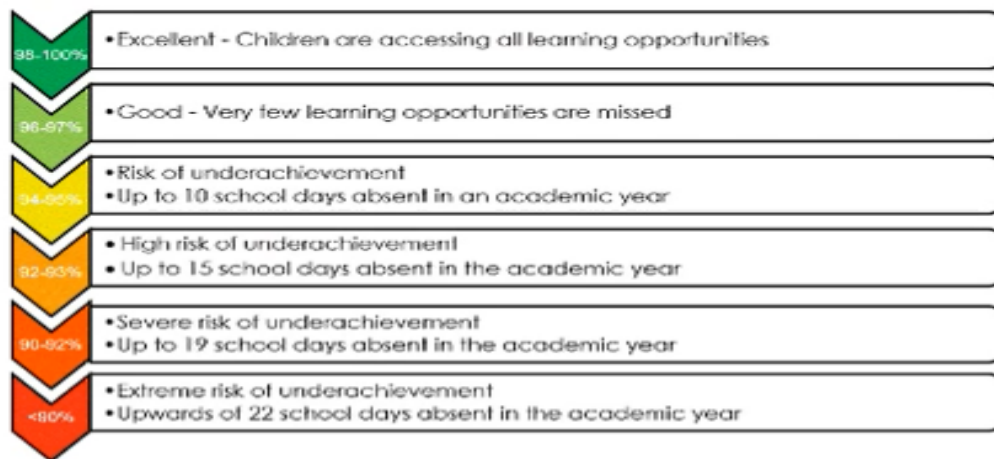
Leadership considerations

- Attendance policy
- A 'Whole School' Strategy for attendance (and SEND)
- Staffing Structure
- **90% and below, 92%, 95%, 98% early identification and escalation process (banding)**
- Severe absence analysis and support
- Analysis of pupils within attendance bands
- Separate analysis – 90/50% or more absence (PA/SA)
- Year group/Gender analysis
- Vulnerable Groups/Pupil monitoring (ASP)
- Half termly double check of PA/SA
- Rewards (avoid shame based 100% reward systems)
- High Profile
- Highly trained and supported staff – including SENDCo's

DfE 'Whole School Approach' example

 0-2 DAYS OFF	99-100%	Form tutors	<ul style="list-style-type: none"> • Warm welcome • Attendance matters sessions Mon and Tues • Praise texts, planner notes • Form Tutor award for consistent weeks & 100% weeks • Amend attendance ladder each week and offer praise to movers • Request notes for unauthorised and update MIS • Talk with yellow to red to offer motivation and add notes to MIS
 4-7.5 DAYS OFF	96-98%		
 9.5-17 DAYS OFF	93-95%	Asa HoY	<ul style="list-style-type: none"> • 100% weeks note in planner • Green letter when moving up the ladder • Tutor, Ass HoY, student & family develop attendance plan • Weekly check ins with Ass HoY • Home visits, Minibus pick up • At 95% at risk letter 2 • Monitor three weeks • Attendance panel
 19-25 DAYS OFF	90-92%	Pastoral Assistants	<ul style="list-style-type: none"> • 100% weeks note in planner • Yellow letter when moving up the ladder • HoY, student & family develop PA/at risk of PA plan • Home visits, Minibus pick up • Letter 3 intent to Fast track • Referral to EWS • EWS home visits
 27+ DAYS OFF	Under 89%	HoY	<ul style="list-style-type: none"> • 100% weeks note in planner • Orange letter when moving up the ladder • SLT Link, student, family and EWS develop plan to address absence • Three week monitoring of plan • Attendance panel • EWS Home visits • Formalising support with EWS

Clarity on sequence



Whole School Approach - Context

- Whole school approach works for all schools including special and primary schools
- Data is key – early identification of absence
- Messaging
- When should absence be authorised – special schools
- Leave in term time
- Ongoing absence



Persistent absence - definitions

- 10% or more Absence
- Total Absence UA+AA
- PA = Census (% of Pupil Enrolments years 1 - 11)
- Reception data – ‘data for four year olds’
- Whole school Census data doesn’t include Reception or Year 11 after May half term
- Reception data – only ‘absence is collected’ as data for 4-year-olds and PA data not published
- MIS reports – PA analysis

Severe absence - definitions

- 50% or more Absence
- Total Absence UA+AA
- SA = Census (% of Pupil Enrolments years 1 - 11)
- Reception data – ‘data for four year olds’
- Whole school Census data doesn’t include Reception or Year 11 after May half term
- Reception data – only ‘absence is collected’ as data for 4-year-olds and SA data not published
- MIS reports – check if SA analysis available

Persistent / Severe Absence

Persistent absence 10% or more absence...

- Consider causes for individual pupils - action plans for all PA pupils
- Weekly review
- Spreadsheet
- Try to improve attendance to above 90%
- By end of each half term
- By Easter (ASP/Ofsted data)
- By end of July (performance tables)

Severe Absence 50% or more absence...

- Consider causes for individual pupils - action plans for all PA pupils
- Multi agency meeting
- Weekly review
- Spreadsheet
- By end of each half term
- By Easter (ASP/Ofsted data)
- By end of July (performance tables)



Rewards and profile

- Reward good and improved attendance, and where children have tried their best
- Sensitive to children with special needs, religious observance
- Short term periods – half term
- Creative
- Focus weeks based on data trends
- Split weeks
- Display boards – interactive and involving pupils
- Sensitive to children with special needs, religious observance
- Half termly attendance printouts for parents
- Classrooms and form tutor rooms
- Prospectus and website



Attendance procedures

- 'Support First' attendance procedure
- Leave in term time (legal process)
- Part-time timetables guidance and notifications
- Deletion from roll guidance and school portal

[Birmingham School Attendance webpages](#)

- School Attendance Orders
- #you'vebeenmissed



Regulations and procedures related to school attendance

Does your team know about:

- 'Working together to improve school attendance'?
- The 'School Attendance (Pupil Registration) (England) Regulations' 2024
- 'Children Missing Education' statutory guidance?
- 'Keeping Children Safe in Education'?
- Right Help, Right Time?
- SEND Local Offer website?
- Local Early Help Co-Ordinator
- LA attendance procedures
- SEND Code of Practice?

Break!

10-minute break

Nikki Craig – Senior Assistant Head Teacher
Selly Park Girls School

Selly Park Girls School

Nikki Craig

Senior Assistant Head Teacher



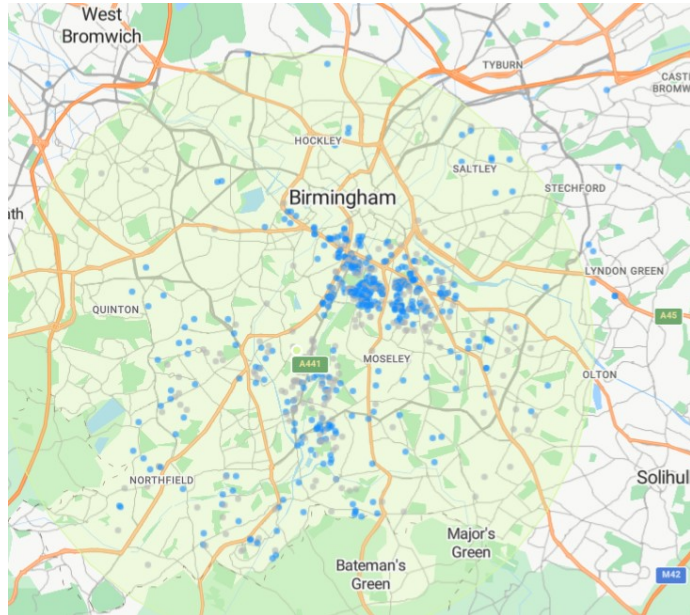
 **RESET**

 **RESHAPE**

 **RESTART**

Selly Park Girls School - Context

69 Year 7 Feeder Schools	0.31 IDACI Score	0.28 Birmingham
0.15 England	0.36 Middleborough (Highest)	0.03 Isle of Scilly (Lowest)

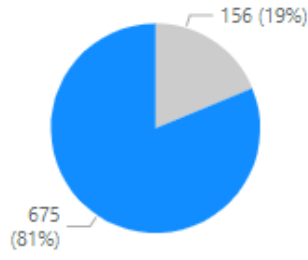


830 Pupils

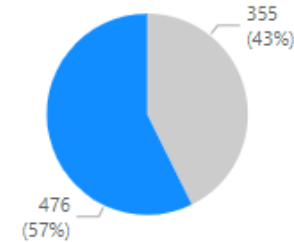
All Girls School

Multicultural -96% Ethnic Minority Background

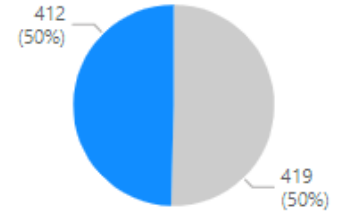
English as an Additional Language



Pupil Premium



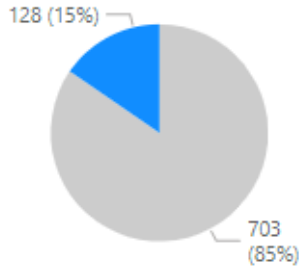
Free School Meals



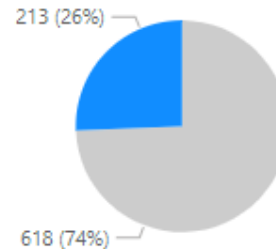
English as an Additional Language

EAL Proficiency

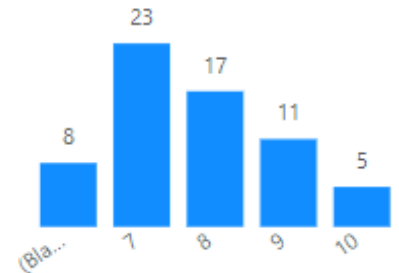
Special Educational Needs & Disability



Medical Condition



In Year Admissions



Selly Park – Roles and Responsibilities



The Attendance Team

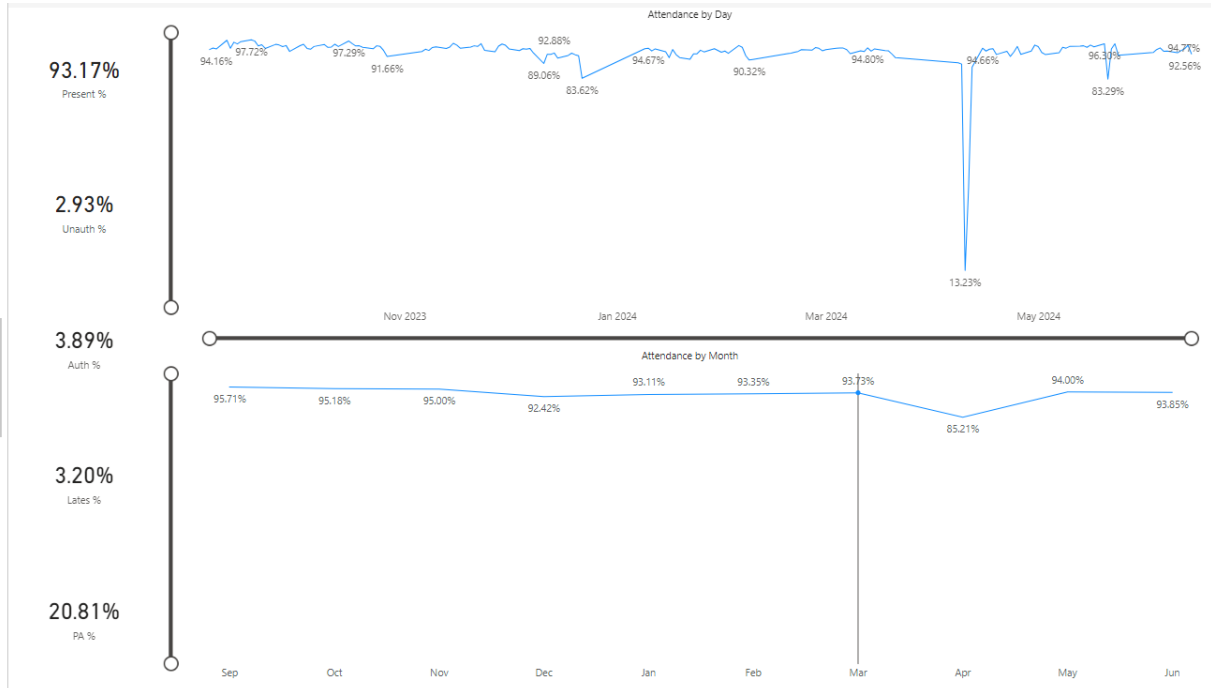
- Attendance Lead -Senior Assistant Head Teacher -strategic overview
- Attendance – Pastoral Manager
- Pastoral Managers attached to a year group with some responsibility for attendance
- Heads of Year
- Form Tutors
- Subject Teachers
- Support Staff
- The Senior Leadership Team

Staff	Attendance Under	Equals days absent	Weeks absent	Lessons missed
Form Tutor	95%	9 days	2 weeks	50
Head of Year	90%	19 days	4 weeks	100
Pastoral Manger	85%	29 days	6 weeks	150
Assistant Head	80%	38 days	8 weeks	200
Deputy Head	75%	48 days	10 weeks	250
Pastoral Team –Mentor System	70%	57 days	11.5 weeks	290

Selly Park - Power BI



- Achievement Subjects
- Achievement Subjects ...
- Achievement vs Pastoral
- Achievement Subject P...
- Achievement Subject P...
- Achievement Progress ...
- Achievement Overall P...
- Achievement Subject ...
- Achievement Progress ...
- Achievement Attainme...
- Achievement Gold, Silv...
- Achievement Subject ...
- Attendance FAST-Track
- Attendance Over Time**
- Attendance Over Time ...
- Attendance PA Over Ti...
- Attendance Cumulative



93.17%
Present %

2.93%
Unauth %

3.89%
Auth %

3.20%
Lates %

20.81%
PA %

Filters

Search

- Date**
is on or after 9/1/2023
- Mark**
is (All)
- Statistical Meaning**
is (All)
- Pupil**
is (All)
- Year**
is (All)
- Form**
is (All)
- Pupil Premium**
is Y or N
- Ever 6**
is (All)
- FSM**
is (All)
- EAL**
is (All)
- EAL Proficiency**
is (All)
- SEND**
is (All)

- SEND Category**
is (All)
- SEND Needs**
is (All)
- KS2 Band**
is (All)
- Ethnicity**
is (All)
- Young Carer**
is (All)
- Concern**
is (All)
- Custom Group**
is (All)
- Attendance Status**
is (All)
- Managed Move**
is In or None
- In Year Admission**
is (All)
- Leaver**
is No

Attendance Over Time

Attendance Over Tim...

Attendance PA Over Ti...

Attendance Cumulative

Attendance PA Cumula...

Attendance Year Break...

Attendance by Ethnicity

Attendance Marks

Attendance Absence ...

Attendance Trends

Attendance Patterns

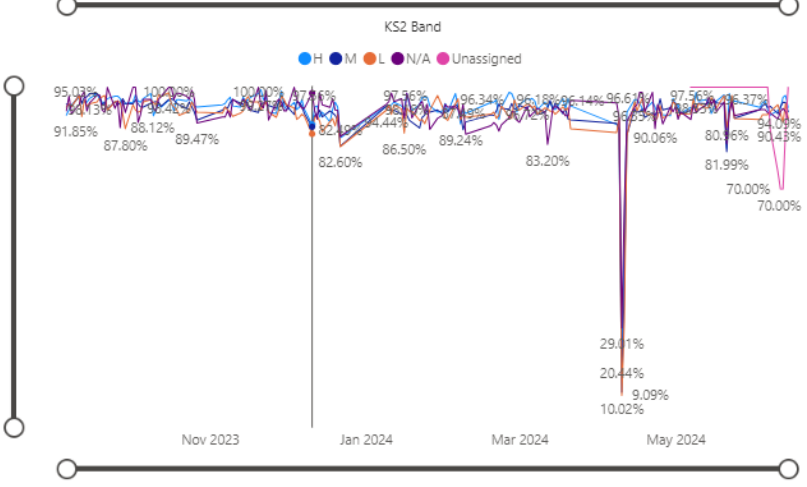
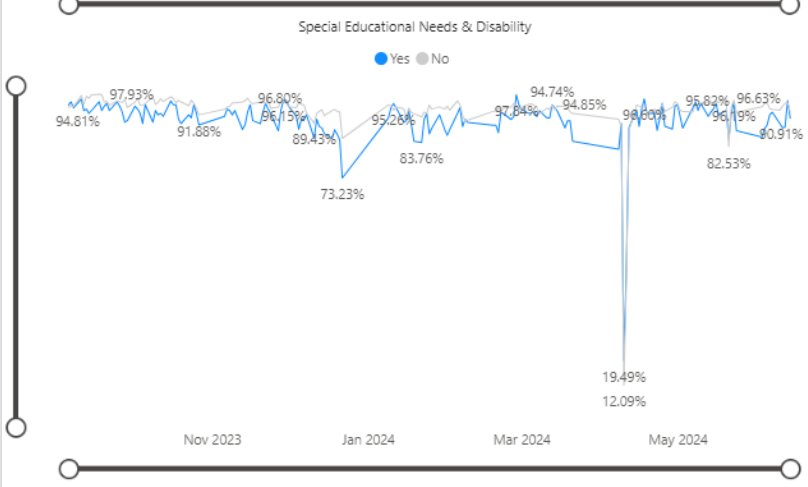
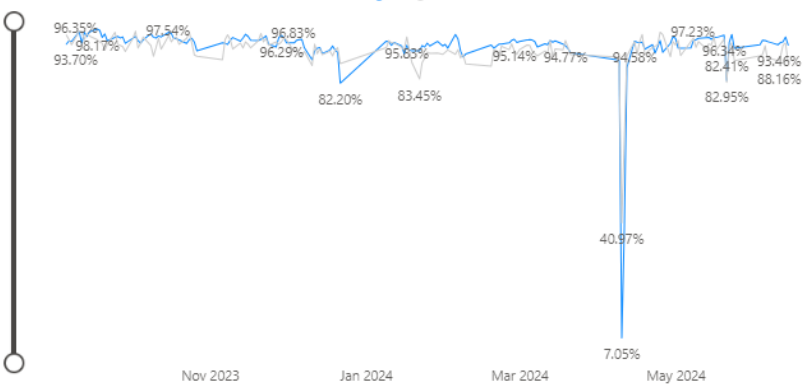
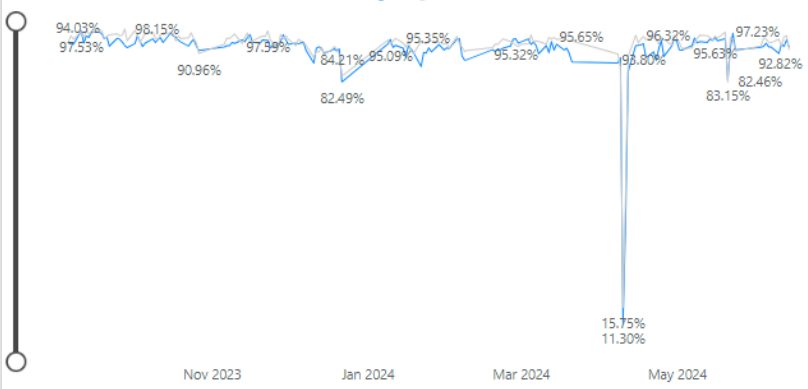
Attendance by Form

Attendance by Pupil

Attendance Pupil Record

Attendance Saturday S...

Attendance & Behavio...



Persistent Absence

Attendance Over Time

Attendance Over Time ...

Attendance PA Over T...

Attendance Cumulative

Attendance PA Cumula...

Attendance Year Break...

Attendance by Ethnicity

Attendance Marks

Attendance Absence ...

Attendance Trends

Attendance Patterns

Attendance by Form

Attendance by Pupil

Attendance Pupil Record

20.51%

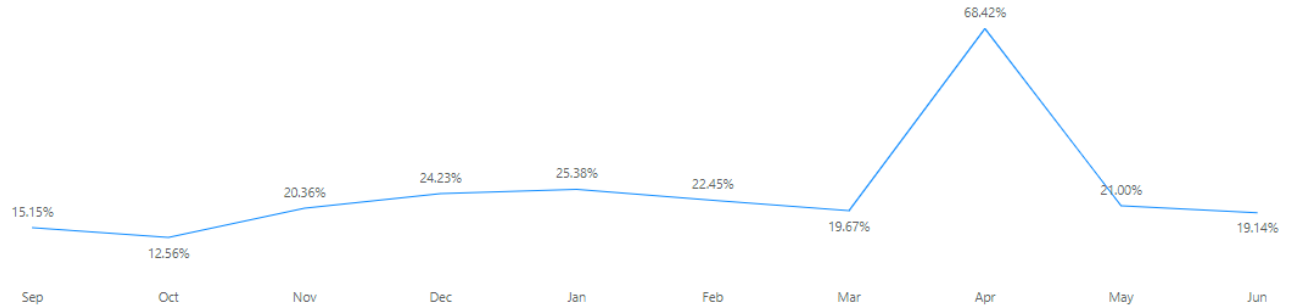
% Persistent Absentees

162

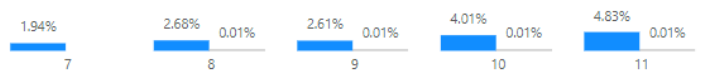
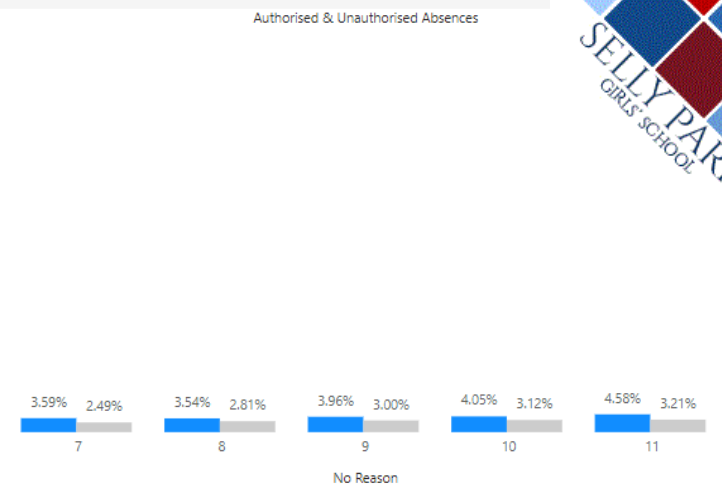
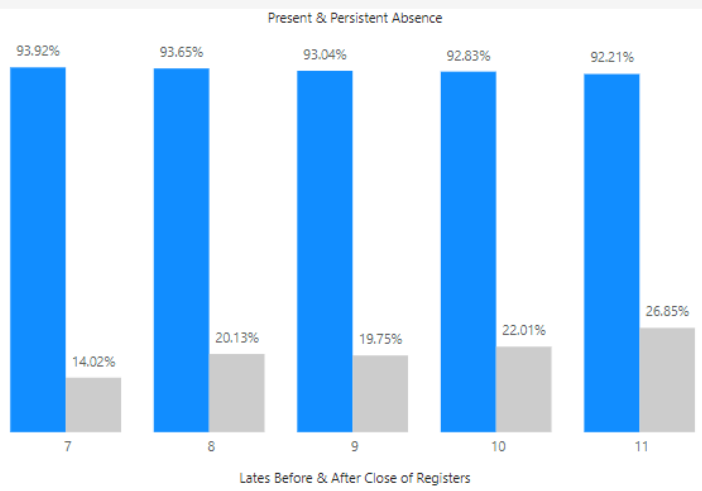
No. Persistent Absentees



Persistent Absence by Month



- Attendance Over Time
- Attendance Over Time ...
- Attendance PA Over Ti...
- Attendance Cumulative
- Attendance PA Cumula...
- Attendance Year Brea...**
- Attendance by Ethnicity
- Attendance Marks
- Attendance Absence ...
- Attendance Trends
- Attendance Patterns
- Attendance by Form
- Attendance by Pupil
- Attendance Pupil Record
- Attendance Saturday S...
- Attendance & Behavio...



Attendance Codes

- Create
- Browse
- OneLake data hub
- Apps
- Metrics
- Monitor
- Workspaces
- Live Dashboards
- New Live Dashboards
- Power BI

- Attendance Over Time
- Attendance Over Time ...
- Attendance PA Over Ti...
- Attendance Cumulative
- Attendance PA Cumula...
- Attendance Year Break...
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- Attendance Marks**
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- Attendance by Pupil
- Attendance Pupil Record
- Attendance Saturday S...
- Attendance & Behavio...

Year 7				Year 8				Year 9				Year 10				Year 11			
Last Name	First Name	Form	Mark	Date	Last Name	First Name	Form	Mark	Date	Last Name	First Name	Form	Mark	Date	Last Name	First Name	Form	Mark	Date
11RP	S			07/05/24															
11RP	S			08/05/24															
11RP	S			09/05/24															
11RP	S			14/05/24															
11RP	S			15/05/24															
11RP	S			16/05/24															
11RP	S			17/05/24															
11RP	S			20/05/24															
11RP	S			21/05/24															
11RP	S			24/05/24															
11RP	S			03/06/24															
11RP	S			04/06/24															
11RP	S			05/06/24															
11RP	S			07/06/24															

Confidential

Filter by code

Search

Mark

is S - Study Leave

Filter type

Basic filtering

Search

- \ - Present 327074
- \ - Present 335703
- B - Educated Off Site 58
- C - Authorised A... 3480
- D - Dual Registra... 1660
- E - Excluded 337
- G - Unauthorised... 4003

Statistical Meaning is (All)

Pupil is (All)

Year is (All)

Form is (All)

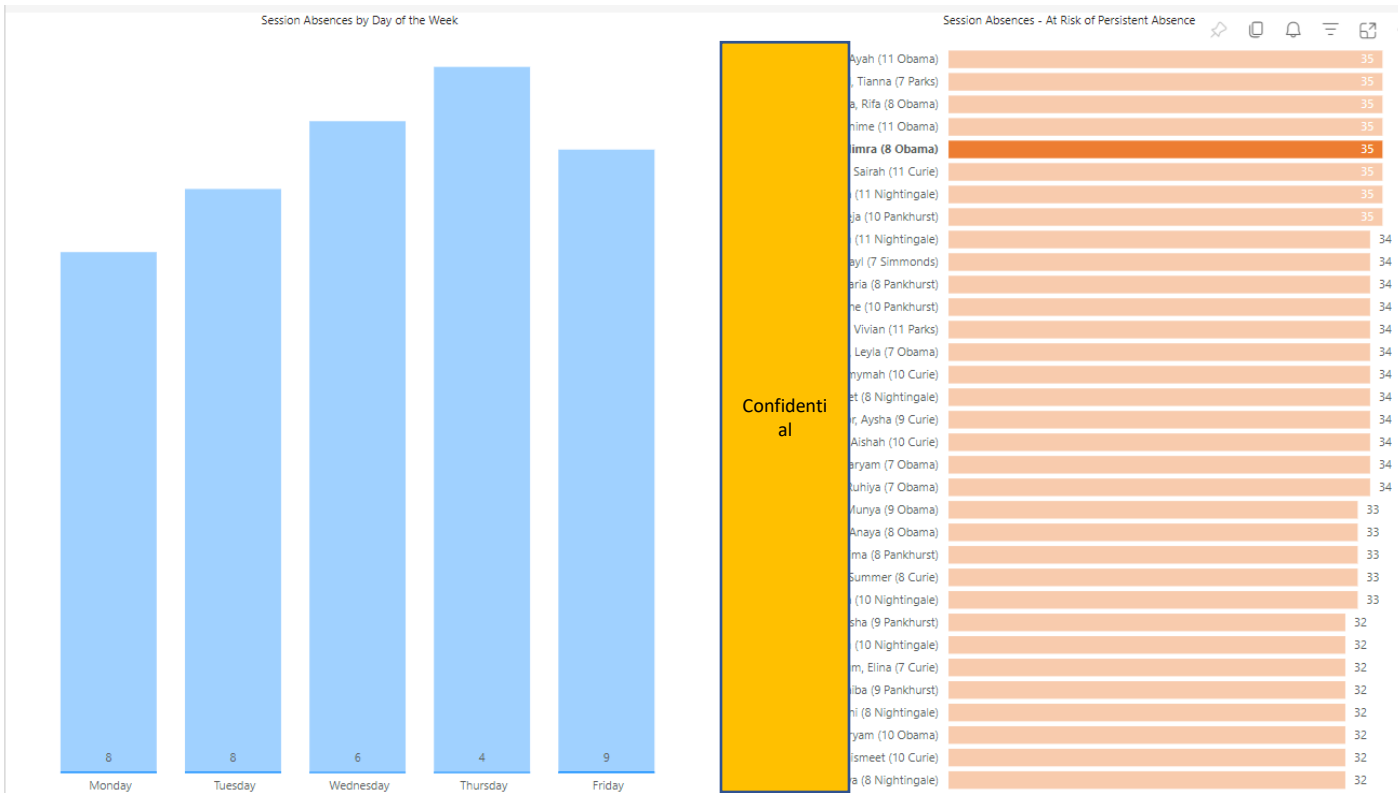
Pupil Premium is (All)

FSM is (All)

Ever 6 is (All)

Focus Groups

- Attendance Over Time
- Attendance Over Time ...
- Attendance PA Over Ti...
- Attendance Cumulative
- Attendance PA Cumula...
- Attendance Year Break...
- Attendance by Ethnicity
- Attendance Marks
- Attendance Absence ...**
- Attendance Trends
- Attendance Patterns
- Attendance by Form
- Attendance by Pupil
- Attendance Pupil Record
- Attendance Saturday S...
- Attendance & Behavio...



Confidential

Filters

Search

Mark is (All)

Statistical Meaning is (All)

Pupil is (All)

Year is (All)

House is (All)

Class is (All)

Pupil Premium is (All)

Ever 6 is (All)

FSM is (All)

EAL is (All)

EAL Proficiency is (All)

SEND is (All)

Attendance Over Time

Attendance Over Time ...

Attendance PA Over Ti...

Attendance Cumulative

Attendance PA Cumula...

Attendance Year Break...

Attendance by Ethnicity

Attendance Marks

Attendance Absence ...

Attendance Trends

Attendance Patterns

Attendance by Form

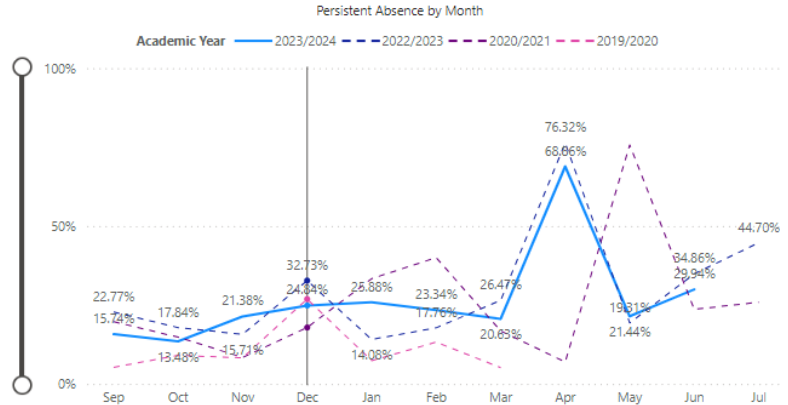
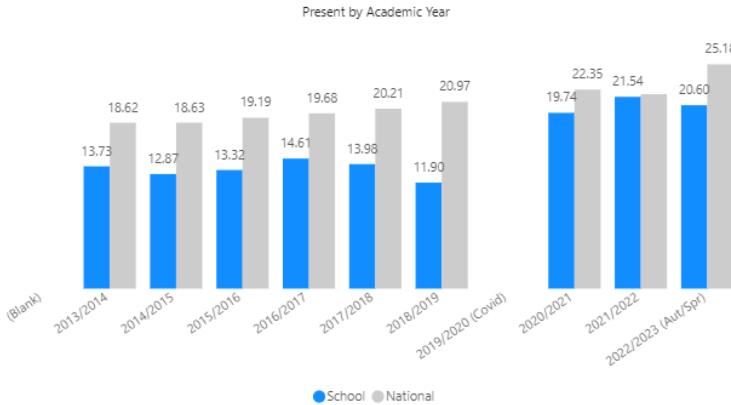
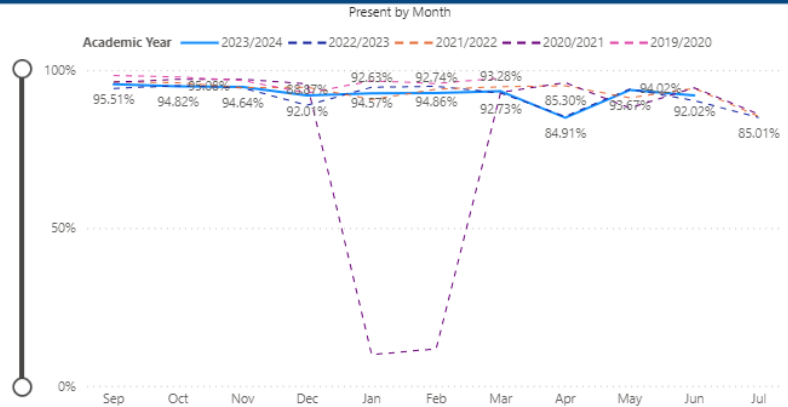
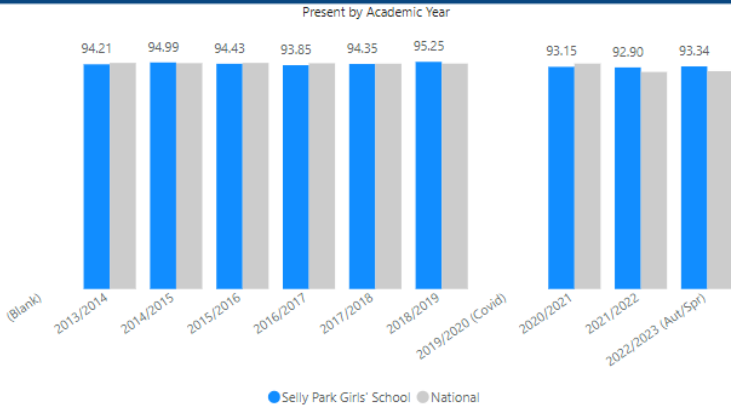
Attendance by Pupil

Attendance Pupil Record

Attendance Saturday S...

Attendance & Behavio...

Attendance Trends - 17/06/2024



Attendance Patterns

Pages



File Export Share Chat in Teams Get insights Subscribe to report Set alert

Copilot

Attendance Over Time

Attendance Over Time ...

Attendance PA Over Ti...

Attendance Cumulative

Attendance PA Cumula...

Attendance Year Break...

Attendance by Ethnicity

Attendance Marks

Attendance Absence ...

Attendance Trends

Attendance Patterns

Attendance by Form

Attendance by Pupil

Attendance Pupil Record

Attendance Saturday S...

Attendance & Behavio...

Attendance Pattern - 17/06/2024

Date	Year, Form	Category, Mark	Pupil Premium	EAL	SEND, SEND Needs	Custom Group														Total	
9/1/2023	6/17/2024	All	Unauthorised Absence	All	All	All															
Pupil	3	08/01/24	15/01/24	22/01/24	29/01/24	05/02/24	19/02/24	26/02/24	04/03/24	11/03/24	18/03/24	08/04/24	15/04/24	22/04/24	29/04/24	06/05/24	13/05/24	20/05/24	03/06/24	10/06/24	Total
Simmonds	3	8	10	10	8	8	10	9	8	10	8	6	8	10	10	2	10	10	10	9	236
Curie (9 Curie)	3	6	2	6	8	6	8	6	8	8	6	2	4	4	8	10	6	4	8	4	150
Curie (10 Parks)	3	7	8	4	8	7	7	5	8	6	8	7	7	6	6	7	8	7	8	8	124
Obama (9 Obama)	3	4	4	8	4	2	3	4	8	2	4	8	4	4	2	4	8	7	8	4	116
Simmonds	3	4	7	5	3	4	7	3	5	3	4	3	3	3	3	5	6	6	1	104	
Pankhurst	3	4	4	4	4	6	2	2	2	2	4	6	2	2	2	2	2	2	2	83	
Curie (1 Curie)	3	2	5	7	2	3	5	6	2	4	5	10	6	4	2	4	1	2	1	74	
Pankhurst	3	4	4	4	4	4	4	4	4	4	4	10	10	10	8	10	10	4	4	68	
Nightingale	3	4	4	4	4	4	4	4	4	4	4	10	10	10	10	8	10	4	4	68	
Parks (1 Parks)	3	4	4	4	4	4	4	4	4	4	8	6	2	2	2	2	2	2	1	64	
Nightingale (1 Nightingale)	3	2	4	8	2	4	2	4	4	4	2	2	2	2	5	1	1	5	1	64	
Parks (7 Parks)	3	1	2	2	2	2	1	2	3	1	2	1	2	2	2	1	1	1	1	62	
Obama (10 Obama)	3	6	2	2	2	2	2	4	2	2	4	2	2	2	2	2	8	1	1	58	
Parks (10 Parks)	3	2	8	2	2	2	2	2	2	2	4	4	4	4	4	2	2	1	1	56	
Obama (11 Obama)	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	55	
Pankhurst	3	6	7	5	5	5	5	5	2	2	2	6	7	2	2	3	1	3	5	54	
Nightingale	3	2	2	2	2	2	2	2	2	4	8	2	2	2	2	2	4	2	2	50	
Parks (8 Parks)	3	2	2	2	2	2	2	2	2	2	6	2	2	2	2	2	2	6	2	50	
Pankhurst	3	4	4	4	4	4	4	4	4	4	4	5	4	4	4	3	5	2	3	47	
Parks (10 Parks)	3	4	4	4	4	4	4	4	4	4	6	6	6	6	2	4	3	5	2	47	
Simmonds	3	2	2	2	2	2	2	2	2	2	6	6	6	6	2	2	4	4	4	46	
Nightingale	3	2	2	2	2	2	2	2	2	2	6	6	6	6	2	2	4	2	2	46	
Obama (1 Obama)	3	2	2	2	4	2	4	4	4	2	2	2	2	2	4	2	2	1	1	45	
Nightingale	3	1	6	2	3	2	2	2	2	2	2	2	2	2	1	2	2	2	1	45	
Simmonds	3	2	2	2	2	4	4	4	4	4	2	2	2	2	2	1	2	2	4	45	
Parks (1 Parks)	3	2	2	2	2	4	2	2	2	2	2	8	2	1	2	2	2	2	2	45	
Parks (8 Parks)	3	1	4	1	2	2	4	2	4	3	1	2	2	6	1	2	2	5	2	44	
Obama (8 Obama)	3	1	4	1	2	2	4	2	4	3	1	10	10	10	10	2	2	2	2	44	
Nightingale	3	4	4	4	4	4	4	4	4	4	4	4	4	4	2	2	2	2	3	43	
Parks (10 Parks)	3	8	4	2	2	2	2	2	2	2	2	4	4	2	2	2	2	2	2	43	
Obama (11 Obama)	3	4	4	4	4	2	8	10	2	2	2	2	2	2	2	2	2	2	2	42	
Curie (7 Curie)	3	2	2	2	2	2	2	2	2	2	2	2	2	1	1	2	2	2	2	42	
Curie (8 Curie)	3	2	8	6	8	6	8	4	4	4	4	4	4	4	2	2	2	2	2	40	
Curie (10 Curie)	3	2	8	6	8	6	8	4	4	4	4	4	4	4	2	2	2	2	2	40	
Curie	3	2	2	2	2	2	2	2	2	2	2	6	2	2	3	4	4	10	1	39	

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Form Tutor Dashboard

Attendance Over Time

Attendance Over Time ...

Attendance PA Over Ti...

Attendance Cumulative

Attendance PA Cumula...

Attendance Year Break...

Attendance by Ethnicity

Attendance Marks

Attendance Absence ...

Attendance Trends

Attendance Patterns

Attendance by Form

Attendance by Pupil

Attendance Pupil Record

Attendance Saturday S...

Attendance & Behavio...

Form

9 Parks

Pupil Attendance

DateShort	06/09		07/09		08/09		11/09		12/09		13/09		14/09		15/09		16/09		19/09	
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Abdoun, Amal	I01	I01	I01	I01	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	L
Ahmed, Amaya Noor	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	L
Akhtar, Aisha	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	L
Estrella	O	O	G	G	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	L

29 Pupils

94.14% % Present

1.88% % Unauthorised

3.97% % Authorised

4 Persistent Absentees

10 N Codes

259 L

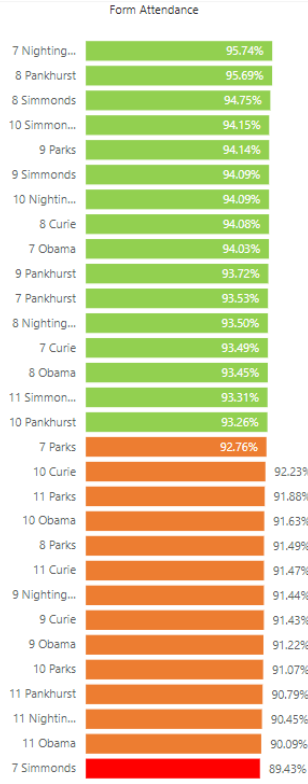
8.73 Average Minutes Late

Analysis at this level does not include the following:

- Pupils out on Managed Move.
- Pupils who have been removed from roll.
- Pupils known to be leaving, but yet to be removed from roll.
- School refusers.

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Filters

Search

Filters on this page

Date is after 9/1/2023

Pupil is (All)

Year is (All)

House is (All)

Class is (All)

Pupil Premium is (All)

Ever 6 is (All)

FSM is (All)

EAL is (All)

SEND is (All)

SEND Category is (All)

SEND Needs is (All)

Attendance Rewards

Pages

File Export Share Chat in Teams Get insights Subscribe to report Set alert

Copilot

Pupil Attendance

Share Copy Alert Filter Print More

Filters

Search

Filters on this page

Date is after 9/1/2023

Mark is (All)

Statistical Meaning is (All)

Pupil is (All)

Year is (All)

Form is (All)

Class is (All)

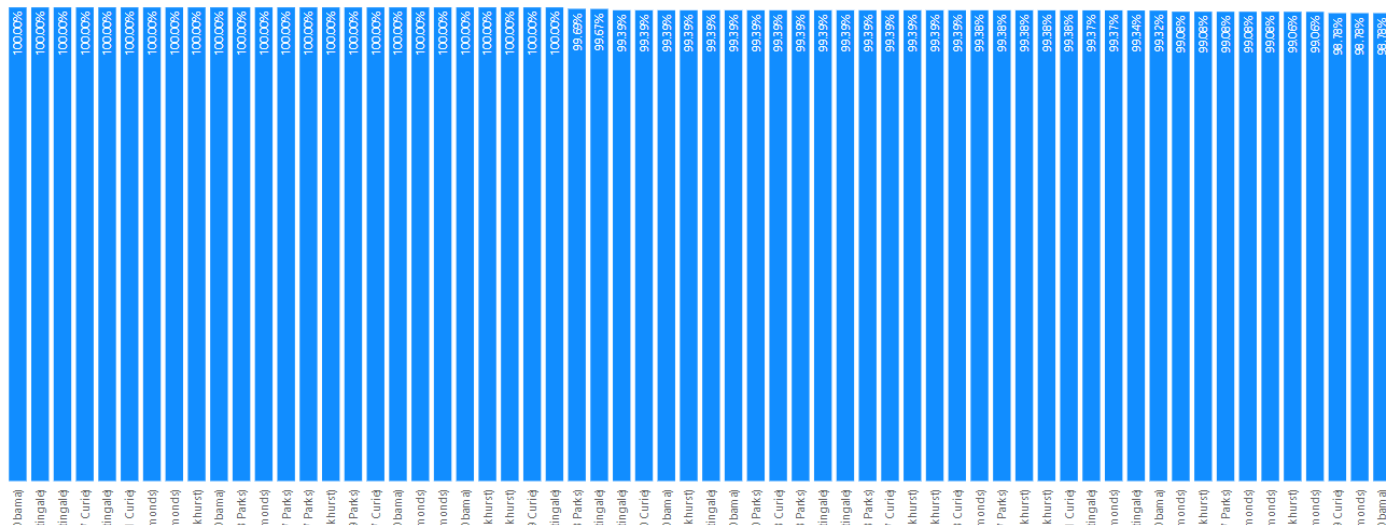
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Ever 6 is (All)

FSM is (All)

EAL is (All)

SEND



[Redacted]	
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- Attendance Over Time
- Attendance Over Time ...
- Attendance PA Over Ti...
- Attendance Cumulative
- Attendance PA Cumula...
- Attendance Year Break...
- Attendance by Ethnicity
- Attendance Marks
- Attendance Absence ...
- Attendance Trends
- Attendance Patterns
- Attendance by Form
- Attendance by Pupil**
- Attendance Pupil Record
- Attendance Saturday S...
- Attendance & Behavio...

Attendance Rewards



Attendance Pupil Record

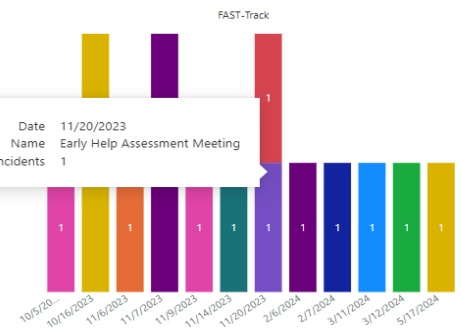
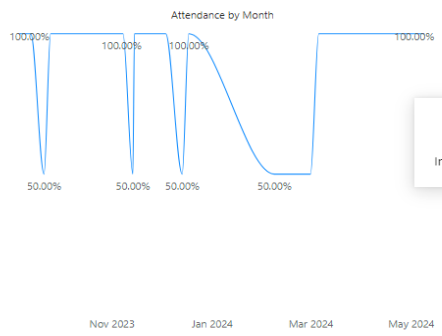
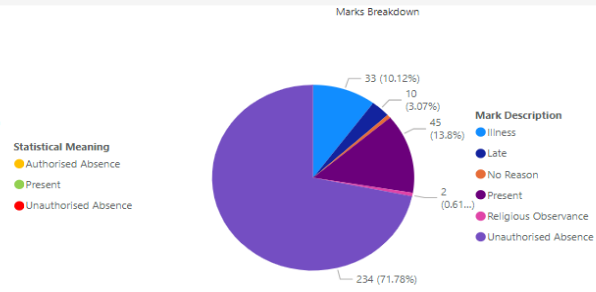
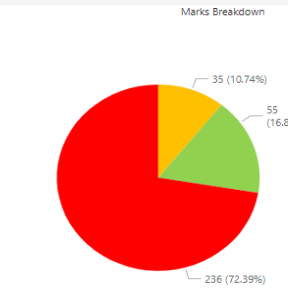


- Home
- Pages
 - Attendance Over Time
 - Attendance Over Time ...
 - Attendance PA Over Ti...
 - Attendance Cumulative
 - Attendance PA Cumula...
 - Attendance Year Break...
 - Attendance by Ethnicity
 - Attendance Marks
 - Attendance Absence ...
 - Attendance Trends
 - Attendance Patterns
 - Attendance by Form
 - Attendance by Pupil
 - Attendance Pupil Rec...**
 - Attendance Saturday S...
 - Attendance & Behavio...

File Export Share Chat in Teams Get insights Subscribe to report Set alert Copilot

Attendance Marks

Week	Monday AM	Monday PM	Tuesday AM	Tuesday PM	Wednesday AM	Wednesday PM	Thursday AM	Thursday PM	Friday AM	Friday PM
04/09/23										
11/09/23	101	101	/	/	/	/	101	101	101	101
18/09/23	101	101	101	101	101	101	/	101	101	101
25/09/23	/	/	/	/	101	101	101	101	/	/
02/10/23	101	101	101	101	/	/	/	/	101	101
09/10/23	101	101	101	101	101	101	101	101	101	101
16/10/23	101	101	101	101	101	101	101	101	101	101
23/10/23	/	/	101	101	101	101	101	101	101	101
06/11/23	101	101	/	/	/	/	/	/	101	101
13/11/23	101	101	101	101	101	101	101	101	101	101
20/11/23	101	101	101	101	101	101	101	101	101	101
27/11/23	/	/	/	/	101	101	101	101	101	101
04/12/23	/	/	101	101	101	101	101	101	101	101
11/12/23	101	101	101	101	101	101	101	101	101	101
18/12/23	/	/	101	101	101	101	101	101	101	101
08/01/24	101	101	101	101	101	101	101	101	101	101
15/01/24	101	101	101	101	101	101	101	101	101	101
22/01/24	101	101	101	101	101	101	101	101	101	101
29/01/24	101	101	101	101	101	101	101	101	101	101
05/02/24	101	101	101	101	101	101	101	101	101	101
19/02/24	101	101	101	101	101	101	101	101	101	101
26/02/24	101	101	101	101	101	101	101	101	101	101
04/03/24	101	101	101	101	101	101	101	101	101	101
11/03/24	101	101	101	101	101	101	101	101	101	101
18/03/24	101	101	101	101	101	101	101	101	101	101
08/04/24	101	101	101	101	101	101	101	101	101	101
15/04/24	101	101	101	101	101	101	101	101	101	101
22/04/24	101	101	101	101	101	101	101	101	101	101
29/04/24	101	101	101	101	101	101	101	101	101	101
06/05/24	101	101	101	101	101	101	101	101	101	101
13/05/24	101	101	101	101	101	101	101	101	101	101
20/05/24	101	101	101	101	101	101	101	101	101	101
03/06/24	101	101	101	101	101	101	101	101	101	101
10/06/24	101	101	101	101	101	101	101	101	101	101



Date: 11/20/2023
 Name: Early Help Assessment Meeting
 Incidents: 1

Filters

Search

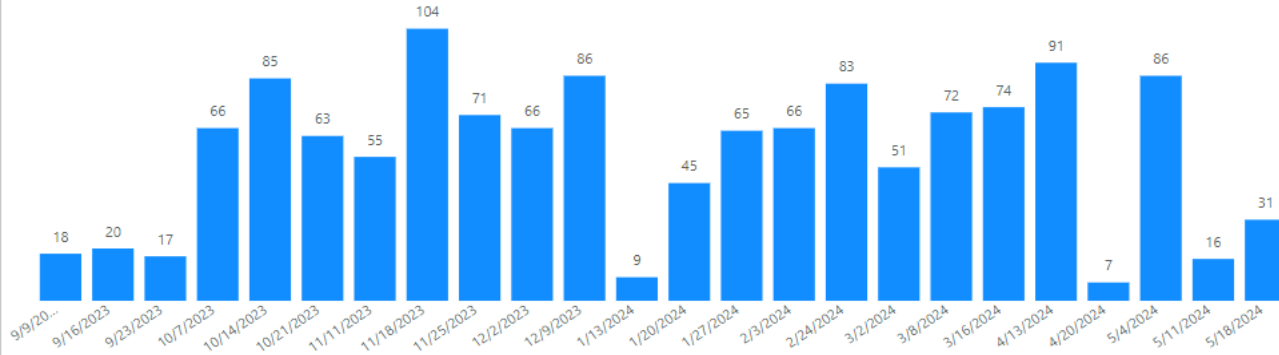
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- Date: is after 9/1/2023
- Year: is (All)
- Pupil: is Ali, Jannat (7 Simmonds)
- House: is (All)
- Class: is (All)
- Pupil Premium: is (All)
- Ever 6: is (All)
- FSM: is (All)
- EAL: is (All)
- SEND: is (All)
- SEND Category: is (All)
- SEND Needs: is (All)

Attendance Saturday School - 17/06/2024

Date: 9/1/2023 [🗓️] 6/17/2024 [🗓️]
 Year, Form: All [v]
 Pupil Premium: All [v]
 EAL: All [v]
 SEND, SEND Needs: All [v]
 KS2 Band: All [v]
 Custom Group: All [v]

Total Attendance Over Time



Not Attended		Form
Last Name	First Name	
h		11 Parks
		11 Parks
		11 Curie
		11 Parks
		11 Curie
		11 Pankhurst
		11 Nightingale
		11 Pankhurst
		11 Pankhurst
		11 Pankhurst

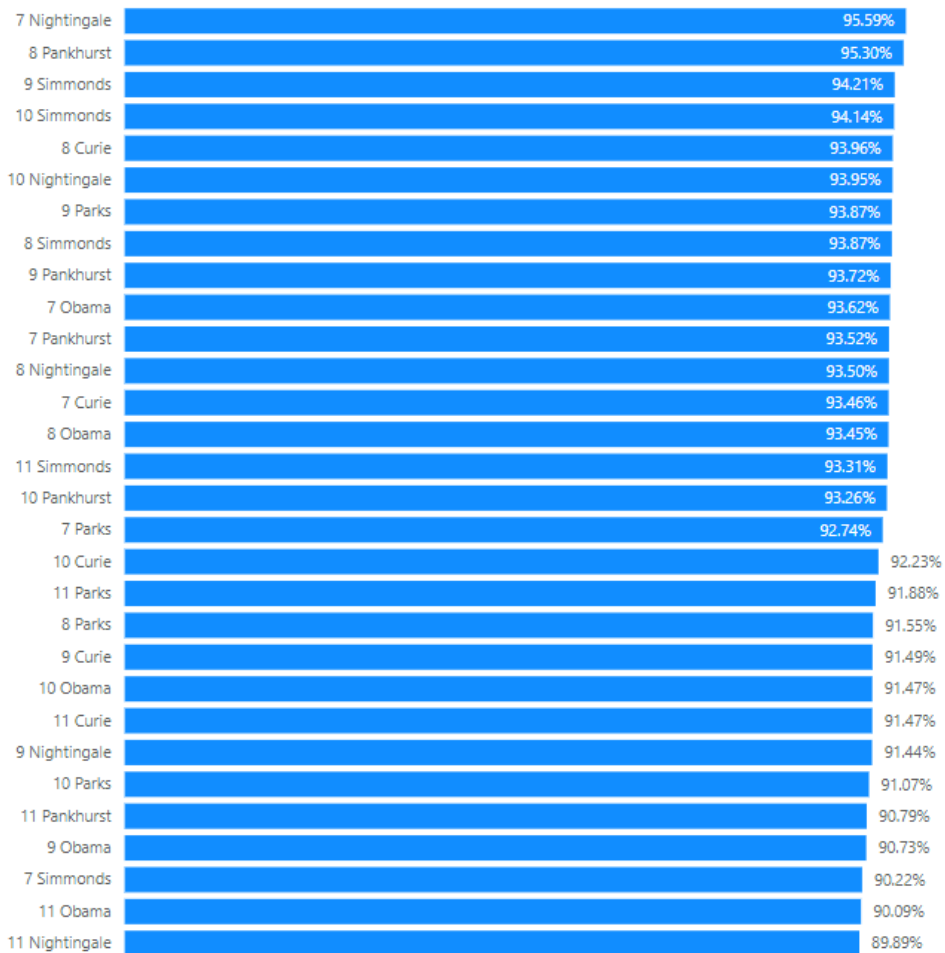
Attendance Over Time

Pupil	9/9/2023	9/16/2023	9/23/2023	10/7/2023	10/14/2023	10/21/2023	11/11/2023	11/18/2023	11/25/2023	12/2/2023	12/9/2023	1/13/2024
Nightingale)	✓	✓	✓				✓	✓				
Parks)					✓		✓		✓	✓		
a (11 Pankhurst)								✓	✓			
h (11 Obama)												
(11 Simmonds)												
h (11 Obama)												
11 Curie)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Pankhurst)												
had (11 Nightingale)					✓		✓	✓	✓	✓	✓	
Parks)				✓	✓	✓	✓	✓	✓	✓		
Obama)				✓	✓	✓						
1 Curie)		✓	✓									
Nightingale)					✓							
Curie)										✓		
...												
Total	18	20	17	66	85	63	55	104	71	66	86	9

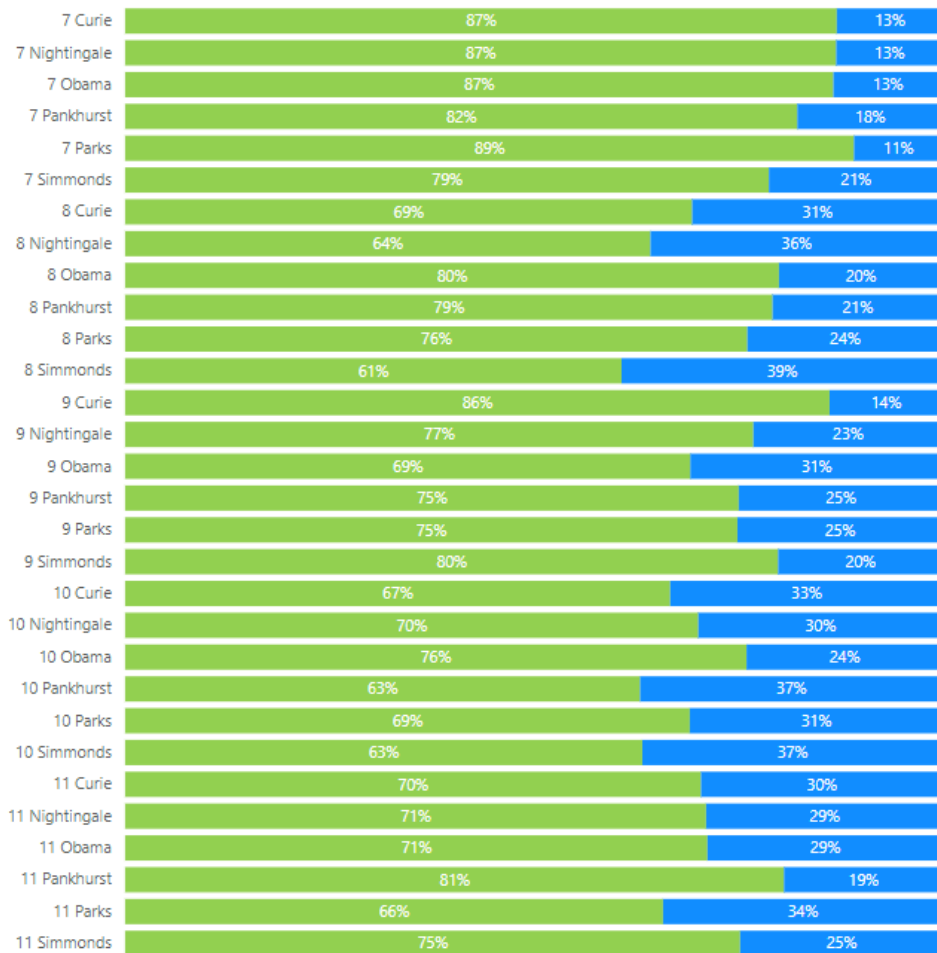
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Attendance & Behaviour by Form - 17/06/2024

Attendance by Form



Behaviour Ratio by Form



Fastrack Dashboard

Achievement Subjects

Achievement Subjects ...

Achievement vs Pastoral

Achievement Subject P...

Achievement Subject P...

Achievement Progress ...

Achievement Overall P...

Achievement Subject ...

Achievement Progress ...

Achievement Attainme...

Achievement Gold, Silv...

Achievement Subject ...

Attendance FAST-Track

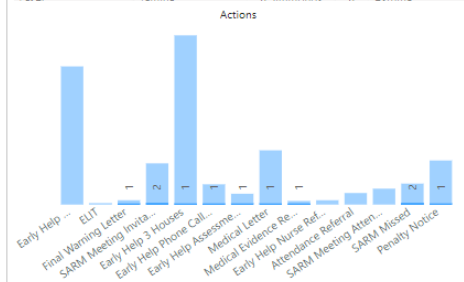
Attendance Over Time

Attendance Over Time ...

Attendance PA Over Ti...

Attendance Cumulative

Last Name	First Name	Form	Year	Medical Conditions	Present %	O Codes	Early Help 3 Houses	Early Help Phone Call - Accepted	Early Help Phone Call - Declined	Early Help Assessment Meeting	Medical Letter	Medical Evidence Received	Early Help Nurse Referral	Attendance Referral	SARM Meeting Invitation	SARM Meeting Attended	SARM Missed	ELIT	Penalty Notice
		10 Parks	10	Other: Medical Flag on CTF Import - 15 Jan 2024	4.42%	99	0	1	0	1	2	0	0	1	2	1	1	0	0
		7 Simmonds	7		17.55%	209	3	2	0	1	3	0	1	1	1	1	0	1	1
		9 Nightingale	9		37.91%	2	1	0	1	1	0	0	0	1	0	0	0	0	0
		9 Curie	9	Congenital Dislocation of the Knee and Other: Medical Flag on CTF Import - 02 Oct 2023	45.18%	129	2	2	0	0	1	0	0	0	1	1	0	0	1
		7 Parks	7	Other: Medical Flag on CTF Import - 31 Aug 2023	49.67%	59	1	1	2	1	1	0	0	1	0	0	0	0	0
		9 Obama	9		57.14%	102	1	1	0	1	1	1	0	1	2	0	2	0	1
		9 Parks	9		57.58%	18	1	0	1	0	1	0	0	0	1	0	0	0	0
		8 Parks	8	Ulcerative colitis (UC) (31 Dec 2021 - ongoing)	57.67%	34	1	1	1	1	1	0	0	1	1	1	0	0	0
		9 Curie	9	Other: Medical Flag on CTF Import - 11 Mar 2024	60.19%	25	1	0	1	0	1	0	0	0	0	0	0	0	0
		8 Clarendon	8	Arthritis	60.71%	60	0	0	0	0	0	0	0	0	0	0	0	0	0



Date	Incident	Narrative
5/7/2024	Penalty Notice	
2/22/2024	Medical Evidence Received	Some evidence received and attendance marks changed accordingly.
2/5/2024	Final Warning Letter	
1/25/2024	SARM Missed	
1/16/2024	SARM Meeting Invitation	
12/14/2023	SARM Missed	
12/5/2023	SARM Meeting Invitation	
11/14/2023	Medical Letter	
10/17/2023	Early Help Assessment Meeting	Meeting held with NCR Mom agreed to send Rafia into school unless very unwell To send medications into school such as paracetamol/allergy medication if Rafia feels unwell in school
9/28/2023	Early Help Phone Call - Accepted	Early help offered but declined. I have explained to parent that attendance is a concern at this stage and encouraged them to engage in any support we can offer as a school to improve attendance and avoid formal meetings.

Filters

Search

Filters on this visual

ELIT is (All)

Filters on this page

Date is on or after 9/1/2023

Mark is (All)

Pupil is (All)

Year is (All)

Filter type: Basic filtering

Search

Select all

- 7 164
- 8 158
- 9 158
- 10 159
- 11 153

Form is (All)

Attendance Campaigns



My Attendance – My Future

(7-week challenge)

05/02/24 – 12/04/24

- £10 Amazon voucher promotion
- Parent webinar -Kooth
- Bespoke pupil targets
- Attendance Fair –Holiday wrap around
- Changes to term time leave policy
- Early help refresher training for all stakeholders
- Attendance themed parent newsletters

SHOW UP, STAND OUT

(6-week challenge)

29/04/24 – 14/06/24

- £10 Amazon voucher promotion
- SUSO treats – Hot Choc Monday
- Form attendance campaign breakfasts
- Send out attendance praise postcards
- Increase mentor programme to below 80%
- Trail mini bus collection
- Introduce extra PA focus group phone calls. (In&out)
- Bespoke pupils targets



Attendance Policy

'Have a clear school attendance policy which all staff, pupils and parents understand'

- Underpin whole school culture of high attendance
- School attendance policy – now statutory responsibility
- Clear expectations, procedures and responsibilities of pupils and parents
- Start/finish times, register closing times (half an hour), process for requesting leave and informing school of absence
- Name of Senior Attendance Champion
- Contact details of staff parents can contact for daily and more intensive support



Also include...

- Day to day processes for managing attendance
- How the school is promoting and incentivising attendance
- Strategy for use of data for targeted intervention
- Strategy for persistent and severe absence including support
- Details of the National Framework for penalty notice and when intervention will be sought
- Refer to consideration of individual needs – equalities
- Accessible to leaders, staff, pupils, parents
- Send to new parents and at start of new academic year
- Review policy regularly to address new barriers



Summary

- Working together to improve school attendance
- Core principles related to school attendance
- The role of the School Attendance Champion
- In practice...
- Definitions of persistent and severe absence
- PA and SA action planning
- Whole school strategies
- Selly Park Girls School – a whole school strategy in action
- Attendance policy



Questions?



Useful Birmingham links and email addresses

- [Attendance queries \(ELIT\) - attendance@birmingham.gov.uk](mailto:attendance@birmingham.gov.uk)
- Part-time Timetables/Legal Processes/Deletion from Roll/Training presentations - [Birmingham School Attendance online information](#)
- Part-time/Reduced Timetable webinar - [Birmingham School Noticeboard and blogs](#)
- #you'vebeenmissed - [#you'vebeenmissed online support](#)
- BCC information for parents on attendance and penalty notices - [Birmingham school attendance advice for parents](#)



Further links

- [DfE Working together to improve school attendance – Working together to improve school attendance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/working-together-to-improve-school-attendance)
- FTB STICK team – email address to request a consultation bwc.stickftb@nhs.net
- Children Missing from Education (CME) Team - cme@birmingham.gov.uk
- Elective Home Education (EHE) Team – [Elective home education email address](#)
- EHE Guidance for Parents - [Birmingham Elective Home Education guidance for parents](#)
- [The Early Help Practitioners Handbook](#) [Birmingham Early Help Local Offer - handbook](#)

