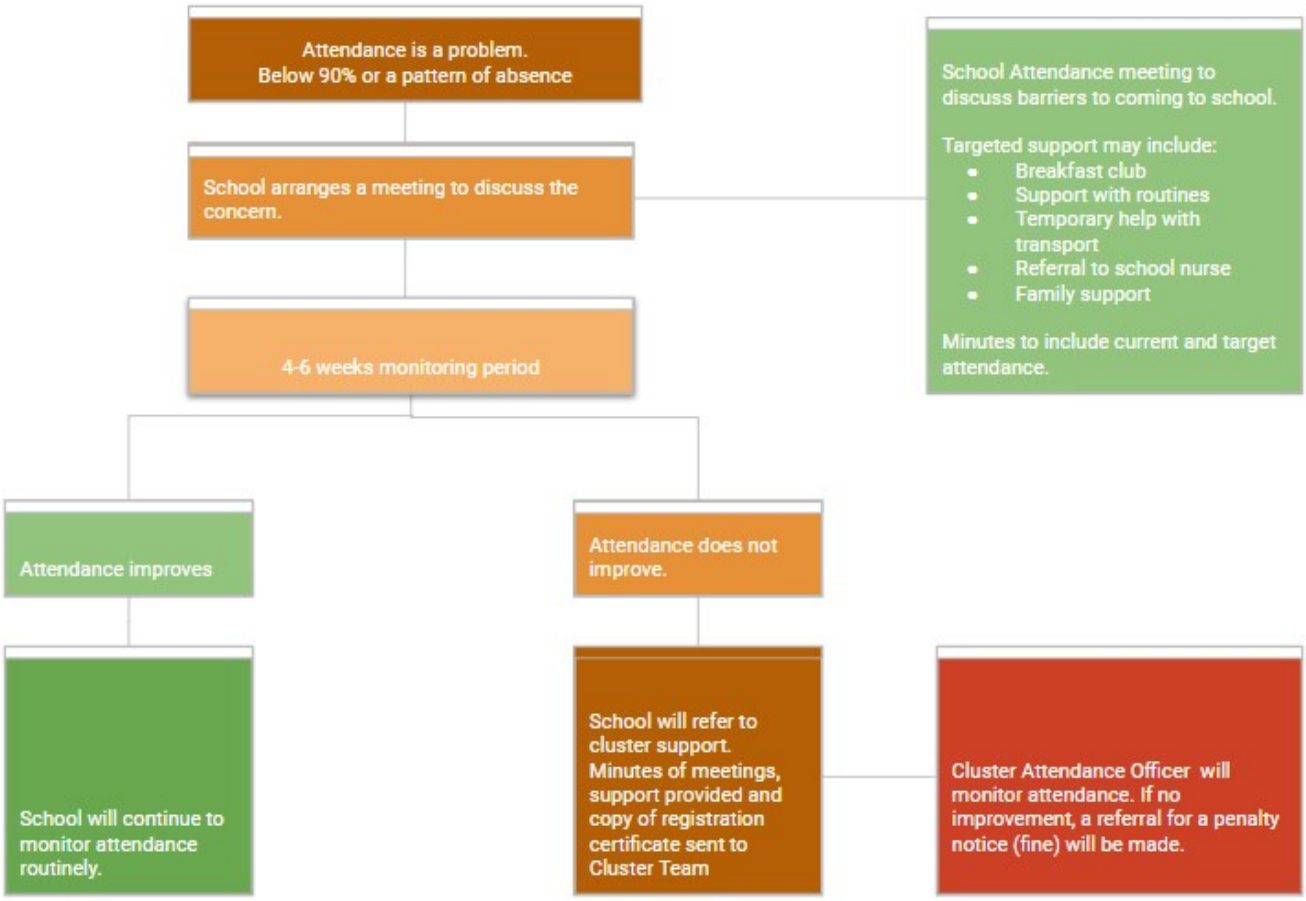
Attendance is a problem.
Below 90% or a pattern of absence
School arranges a meeting to discuss the concern.
School Attendance meeting to discuss barriers to coming to school.
Targeted support may include:
Breakfast club
Support with routines
Temporary help with transport
Referral to school nurse
Family support
Minutes to include current and target attendance.
4-6 weeks monitoring period
Attendance improves
Attendance does not improve.
School will continue to monitor attendance routinely.
School will refer to cluster support. Minutes of meetings, support provided and copy of registration certificate sent to Cluster Team
Cluster Attendance Officer will monitor attendance. If no improvement, a referral for a penalty notice (fine) will be made.