

Romsey School Attendance Roadmap

In line with the Department of Education, we offer a supportive, stepped attendance approach. We aim to offer a welcoming ethos with high expectations for all and assess data to identify absence trends, using preventative discussions with families to listen, understand & support to remove barriers. Where needed, we will formalise support in order to nurture improvement. As a last resort we will consider intensifying support &/or refer for legal action.



Did you know, students get credits and rewards for great attendance



Did you know, "National Threshold" means 10 AM/PM registrations missed within a 10 week rolling period (i.e. 5 days).



Did you know, arriving after 9:30am = an unauthorised absence?



Did you know, 90% attendance = approx. 95 hours of missed learning?



Did you know, 80% attendance is the equivalent of missing one whole year of School?



Step 1 - Identify & Prevent

Our daily processes aim to promote our relationships with students & families to prevent absence. This involves monitoring data trends and absence patterns to inform our conversation. The trigger for conversation is where absence is at risk of reaching the new **National Threshold**. Other daily actions involve promoting attendance positively, using praise & recognition, swift absence follow up, email &/or letter communication to raise your awareness of emerging concerns.

Step 2 - Early Support

If the National Threshold for absence is met we will move to this step in order to prevent further absence occurring. Discussions & meetings will be offered to identify if early support or reasonable adjustments are needed. This will be done through a meeting so that we can create a supportive action plan together. An Early Help Assessment (EHA) may be required for some support to be accessed.

Step 3 - Formal Support

Where absence continues & initial support needs to be increased an Attendance Contract will be offered to formalise support. This is a 3-6 month nurturing plan of improvement to prevent further escalation. Achievable & individual targets will be set & reviewed regularly. Medical &/or other information will be actively sought at this point if required to work collaboratively with you.

Step 4 - Formal Warning

Where STEP 2 or STEP 3 has been unsuccessful, a 'Formal Warning' or a 'Notice to Improve' Letter will be issued to reinforce the need for immediate improvement. A Family Court Order such as an Education Supervision Order may be considered as an alternative to prosecution.

Step 5 - Legal Action

Legal action may be requested by Hampshire CC if absence continues to occur & reaches or exceeds the National Threshold for absence. Government Guidance requires a referral to Children's Social Services to obtain 'Intense Support'.

PENALTY NOTICES & LEGAL ACTION
1st Offence = fine of £160 per parent, per child. Reduced to £80 if paid within 21 days.
2nd Offence (within 3 years) = fine of £160 per parent, per child payable within 28 days, no reduction available.
3rd Offence (within 3 years) = fine up to £2500 via the Magistrates' Court. Convictions may show on DBS record.

