St Nicholas Catholic Primary School – Attendance Support Offer

Graduated, tiered support for pupils and families when attendance falls below government bandings

(Aligned with SJPII MAC Universal Offer)

Universal Offer (100–95% Attendance) – All Pupils

- **Positive welcome routines:** 3 points of contact - SLT on the gate, Teacher/TA classroom greeting, Office Staff greeting. Safe calm start.
- **Daily attendance monitoring:** via BROMCOM by 9:30am.
- **First-day calling:** and follow-up calls.
- **Home visits:** when no contact is made (Safeguarding).
- **Attendance messaging:** via MCAS reminders for unauthorised absence.
- **Rewards and recognition:** letters to parents and golden tickets for pupils.
- **Parent 'Start of the Year/Term' Letter:** expectation reminder.
- **NHS "too ill for school" guidance:** shared regularly via MCAS.
- **Attendance Advent Calendar:** incentive for everyday attendance in December.
- **RADY focus:** for disadvantaged pupils.

Early Intervention Tier (95–93% Attendance) – "Emerging Concern" *(DfE: below 95% = risk indicator)*

- **Watchlist placement:** use of BCC 'nudge' messages via MCAS.
- **Spells analysis:** tracking and evaluating, identifying patterns (e.g. key days, illness clusters).
- **Early conversation with parents:** supportive.
- **Targeted incentives:** stickers, praise, rewards, small goals.
- **Sports club prioritisation:** especially Fridays.
- **Focus discussion during weekly SLT meetings:** whole school approach.
- **Half termly SLT calls:** discuss barriers and support - Early Help offered.
- **Request for Everyday Saver travel:** transport cost support for families need through 'Family Hub' Sutton Coldfield.

Moderate Risk Tier (93–90% Attendance) – "At Risk of Persistent Absence" *(DfE: 90% = PA threshold)*

- **Graduated letters sent:** 'Support first' focus.
- **Formal attendance meeting:** with Attendance Champion.
- **Focus discussion during weekly SLT meetings:** whole school approach.
- **Morning check-ins:** with named SLT member.
- **Counselling referral:** 'Our Place' for emotional and anxiety barriers.
- **Sleep/routine support:** Parenting information and materials provided.
- **Home visit escalation:** if patterns persist.
- **Medical evidence request:** if illness is frequent, support from School Nursing Team.
- **Transport/routine solutions:** walking bus, earlier wake-up plan/reminders.
- **Risk of PA letters:** key points of the year.

Persistent Absence Tier (Below 90% Attendance) – "Persistent Absence" *(DfE definition)*

- **PA notification letter:** formal meetings.
- **Morning emails to parents:** escalate the daily support.
- **School Nurse referrals:** pupils with continued unexplained illness affecting attendance.
- **Multi-agency involvement:** Early Help re-offered.
- **Safeguarding considerations:** CME risk considered. LA informed if necessary.
- **Daily contact:** until pattern stabilises.
- **Counselling/therapeutic support:** 'Our Place' for anxiety/EBSA.
- **Behaviour or SEND needs reviewed:** if needs are contributing to absence.
- **Home visit further escalation:** for further or unexplained absences.

Severe Absence Tier (Below 50% Attendance) – "Severely Absent" *(DfE severe absence category)*

- **Immediate safeguarding review:** CME risk.
- **Intensive home visiting:** (daily if needed).
- **Emotionally Based School Avoidance (EBSA) assessment:** anxiety, SEND, trauma.
- **Legal intervention possibility:** ELIT Penalty Notice.
- **Medical pathway:** if chronic illness is verified. Section 19 review.