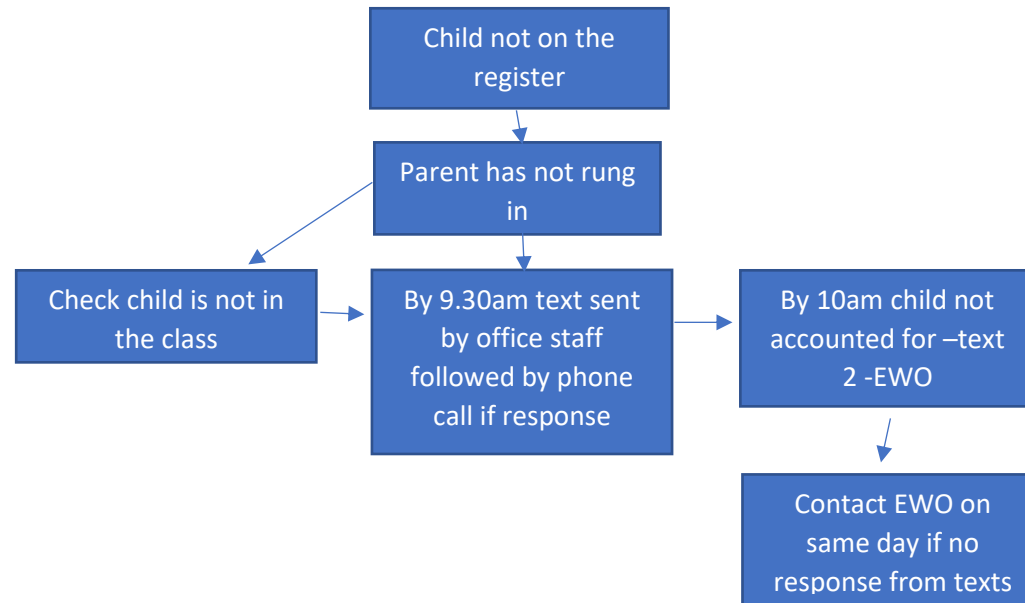


Attendance – Graduated Response –OXHEY FIRST SCHOOL



| National or Above | 96.4-93% | 93-90% | Below 90% |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| AIM | <u>Register inspection with EWO</u> <u>Letter 1 home</u> Office to send 'miss you' text Offer support to improve attendance Phone conversation with parent | <u>Letter 2 sent home in conjunction with EWO attendance check</u> Continue to offer support Offer to administer medicine at school Head to ring parents if necessary Office sending 'excited for the week ahead/ well done for a brilliant week' text Request for medical evidence letter sent | <u>Letter 3 sent home in conjunction with EWO attendance check</u> Invite to attendance mtg with EWO Office to share attendance breakdown with class teachers Request for medical evidence letter sent |
| | | | Persistent Absence |
| | | | Attendance clinic Home visit |
| | | | Referral to Local Authority-fines? |
| | | Office & Class Teacher | Office, Head & Class Teacher |
| | Improving Attendance (at any point within the cycle) | | |
| | Letter 4 sent home (when signs of improving attendance) Headteacher postcard for improving attendance | | |
| | Head & Class Teacher | | |

