**Kirkby CE Primary School**

**Attendance Graduated Response**

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| **Level 1**  Variety of school - based interventions to celebrate and promote attendance and secure good attendance levels for all. | * First day response. * Phone Call(s) * Correspondence – highlighting concerns. * Meeting in school with parent/ carer. * Attendance Meeting. * Attendance Panel – SLT * Home Visits. * Pick up / Drop off. * Learning Mentor intervention/ class teacher intervention. * Support Plan – targets set and reviewed. * External agency support. (e.g. school nurse) * Knowsley Early Help Assessment. * Bronze, Silver, Gold Termly Badges * Bronze, Silver, Gold Weekly Class Certificates. * Weekly Class 100% Attendance Raffle/ Rewards * Weekly Class Competition/ Rewards |
| **Level 2 Step 1**  (School) | * Consider referral to School Attendance Service. * SEN/ Academic Progress analysis. * Provide attendance data and monitoring. * Historical attendance – last 3 years. * Any SEND information * GP details and medical information. * Historic or current multi agency support. * Historic or current pastoral Support.   All of the above to be discussed with the School Attendance Officer for Casework. |
| **Level 2 Step 2**  **Attendance Team**  Traded School Attendance Officer | * Casework agreed as SAS meeting. * Traded School Attendance Officer arranges an AIM meeting. * TSAS decides what external agencies to invite. * TSAS creates an Action Plan. * TSAS Early Intervention support and strategies. * TSAS reviews action plan after 3 weeks. * 6 week monitoring period. |
| **Level 3- Attendance Team / Family First / Statutory Officer** | * TSAS follows the step up process. * Referral to Family First or Statutory Officer. * TAF meeting. |
| **Level 4 – Social Care** | * Referral to Attendance for Vulnerable Children Group for Educational neglect or Level 4 Children’s social care. |

Non engagement Level 1 -3 MARF referral.