



The Federation of St Elphege's and Regina Coeli Catholic Schools



Improving School Attendance Contract

Pupil information			
School:			
Child's Surname:		Child's Forename:	
Year & Class:		Date of Meeting	
Present for Meeting:			
Attendance Information			
Current Attendance:		Previous Year's attendance:	
Identified barriers to positive school attendance:			
Agreed actions to support improving school attendance:	<i>For example:</i> • Pupil will arrive at school by 8.30 a.m. every day. • Parent will inform the school on the first day of a sickness absence and provide a note upon pupil's return. • Parent will provide medical evidence for every sickness absence pupil may incur. • If there are any issues preventing pupil from attending regularly, school staff will be informed.		
Attendance Target:		Timescale for improvement:	
Date of review meeting:		Time of review meeting:	
Agreed & Signed			
Parent & Carer Name:		Parent & Carer Sign:	
Child Name:		Child Sign:	
School Rep Name:		School Rep Sign:	
Other Agency Name:		Other Agency Sign:	
Date:			