



**St Bartholomew's C of E Primary School**

**Governor Linking Record**

**Focus Area: Attendance**

	<b>Date of visit: 12.05.22</b>
<b>Agenda / Matters Discussed:</b>	<p><b><u>Areas discussed:</u></b></p> <p>Meeting with Jane Wainwright and Collette Lawson to discuss attendance policies, procedures, and spring term data.</p> <p>The Leeds GSS governance document was used as a basis for our meeting. We discussed at length the issue of persistent absences which is openly accepted to be a real and prevailing issue for the school. 82 children across the school are of concern; 51 of this number (62%) are pupil premium pupils; 20 (24%) are SEN. All families of serious concern have been written to – 24 parents were invited to meetings to discuss matters, only two attended. Those other children who are persistently absent have received monitoring letters. Four children across school are now under the auspices of the local authority re: persistent non-attendance and legal action has been instigated.</p> <p>Nursery attendance is poor but cannot be effectively mitigated as the children are below compulsory school age.</p> <p>To source further support the school had bought into the LEA's gold package for attendance support. This has proven a disappointing experience and has not been cost effective, so our package has been downgraded to telephone/email advice on a case-by-case basis.</p> <p>Jane and Collette have undertaken extensive training/attended various webinars with respect to tackling attendance which have provided some useful ideas e.g., personalising letters of concern and interventions when pupils' attendance is beginning to cause concern to try and stave off persistence non-attendance. Collette has undertaken child protection training and the admin officer who deals with attendance issues has also received relevant training.</p> <p>To 06.05.22 FFT attendance figure was 93.6%, The national average was 92.6% so we are running at +1.0%. Fisher Family Trust Figures and school data were discussed at length.</p> <p>The latest school figures to hand were to 02.05.22; the percentage attendance with nursery was 88.1%, without</p>

	<p>nursery 88.5%. These figures were particularly low because of Eid and the bank holiday – for comparison, the previous weeks' figures were 95.3% and 95.6% respectively.</p> <p>A new government paper (Working Together to Improve school Attendance) is to be introduced shortly. Jane provided both the summary and full document which clearly sets out the expectations for parents, schools, governing bodies and local authorities with respect to mitigating the barriers to attendance and supporting pupils and families. The school policy will be updated making any amendments needed where possible in line with the guidance for September. It will become law in September 2023</p> <p>Punctuality issues continue. To mitigate persistent lateness, parents are now expected to complete the necessary forms on arrival at school as opposed to the office staff. This has had some impact and will be continued; the policy will be updated accordingly.</p> <p><b><u>Actions:</u></b> I am to familiarise myself with the new government policy. Jane/Collette to update the school policies as and when appropriate.</p>
<p><b>Governors asked:</b></p>	<p><b>Do we have any current/expected exclusions?</b> <b>No current exclusions nor any significant behavioural issues noted within school which would warrant such action.</b></p> <p><b>What are attendance figures like for children EHCPs?</b> <b>FFS data shows attendance to 06.05.22 at 93.4% (figures from 23.08.21 to 06.05.22) and for three weeks up to 06.05.22 they achieved 100% attendance. No concerns.</b></p> <p><b>Have we received many parental requests for leave?</b> <b>Requests for leave are quite low but increasing as parents take children on unauthorised holidays. A couple of periods of leave have been sanctioned due to difficult family circumstances and/or bereavements.</b></p> <p><b>Are there any additional procedures in place to mitigate problems with punctuality re: nursery children?</b> <b>This is an issue. Parents are now being requested to stay with their children in the reception area until a staff member can come and collect the children at 9.00am. It is hoped that this inconvenience to the parents will facilitate greater compliance.</b></p>
<p><b>Next meeting:</b></p>	<p>TBA</p>

***Attended: Jane Wainwright, Collette Lawson & Helen Robinson***