



15.3 Protocol 2 –Attendance Graduated Response – WPAT

<p>EXPECT</p>	<ul style="list-style-type: none"> • Our school is a place where every child belongs • We create a welcoming culture and environment that allows all children to gain a sense of belonging and ultimately achieve their potential through good and regular school attendance 	<p>No of Days Absence</p>
<p>STEP 1 MONITOR</p>	<ul style="list-style-type: none"> • Concerning levels of child absence • Use attendance data to identify patterns of poor attendance • Stage 1 letter sent to parents • Early intervention considered as a preventative measure • Early Help considered and offered 	<p>4 DAYS</p>
<p>STEP 2 LISTEN & UNDERSTAND</p>	<ul style="list-style-type: none"> • Serious concerns regarding attendance • Stage 2 letter sent to parents • Meeting with Attendance Lead • Explore barriers and implement a plan to remove them • Early Help offered or reviewed • 	<p>7 DAYS</p>
<p>STEP 3 FACILITATE SUPPORT</p>	<ul style="list-style-type: none"> • High risk of Persistent Absence • Stage 3 letter sent to parents • Meeting with Attendance Lead • Review of Early Help and intervention plan • Consider the support of external services 	<p>10 DAYS</p>
<p>STEP 4 FORMALISE SUPPORT</p>	<ul style="list-style-type: none"> • Serious risk of Persistent Absence • EWO to send formal warning notice sent to parents • Continued internal and external plan of support • Parenting contract or supervision order considered at this stage • A multi-disciplinary approach to be considered and offered • 	<p>13 DAYS</p>
<p>STEP 5 FORMALISE SUPPORT</p>	<ul style="list-style-type: none"> • Attendance enforced through statutory intervention or prosecution to protect the child’s right to an education. • EWO takes the lead • Lack of engagement in support or support exhausted • Consider attendance contract or education supervision order • All support, and offers of support, to be reviewed and continue 	<p>16 DAYS</p>
<p>STEP 6 ENFORCE</p>	<ul style="list-style-type: none"> • The child is now considered a persistently absent child • Safeguarding referrals can be made at this stage • Statutory intervention or prosecution to protect the pupil’s right to education – when other options have been exhausted • Continuing child and family support • All support, and offers of support to be reviewed regularly 	<p>19+ DAYS</p>