

Good Attendance Home/School Agreement

Child's name:..... Class:.....

As parent/carer, I support the academy with the expectations of good attendance because I understand that good attendance is important for my child's future life chances.

I agree to:

- Bring my child to school **every day and on time**.
- Telephone/message the academy **by 9am every day** that my child will be absent.
- Make any dentist/doctors appointments, where possible, **outside of school hours**. If during school hours, **preferably after 2pm**.
- Provide **evidence for all medical appointments** during the school day. This could be an appointment card, text or letter.
- Complete a Leave of Absence form for **all planned days off school** such as holidays, funerals sporting events etc (available from the school website or main office).

Parent's/Carer's Name.....Signature.....

Date.....

Attendance Graduated Response

Monitoring List	% Boundaries & Barriers	Process	Frequency of communication
Green	100% - 96% (0-7days or 01-14 sessions)	1 st day call 2 nd day text 3 rd day home visit	Weekly positive messages
Amber	96% - 90% (8-17 days or 16-34 sessions)	1 st day call 2 nd day text 3 rd day home visit	Fortnightly detailing number of days missed. Attendance letters will be sent when drops below 96% & you will be invited to a meeting.
Red	90% and below (18 plus days or 36 sessions)	1 st day call 2 nd day text message 3 rd day home visit	Weekly messages detailing days missed. Further attendance letters, invites to ACC- Attendance Case Conference meetings and possible legal action
Purple	Vulnerable Children & families	1 st day call 2 nd day text/ Call 3 rd day call/ home visit	Depending on circumstances
Blue	Significant medical	Follow initial procedures and then take each case as an individual but at least a weekly call/home visit.	Half termly depending on circumstances

