Targeting Support Meeting

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| --- | --- |
| School Name | Bluecoat Wollaton Academy |
| School Phase | Secondary |
| School Type | Academy |
| Date of Meeting |  |
| Term |  |
| EWO |  |
| Attendance Lead |  |
| Attendance Officer |  |
| Name of Governor |  |

**Section 1 - Governors**

Date of last report to Governors meeting:

Governors view on attendance / discussion of last report:

**Section 2 – Processes / Procedures / Reviews**

Does school require support on reviewing processes / procedures on attendance?  (Add to action plan if needed)

Has school staff attended LA groups / networks / training / accessed LA attendance strategy / good practice in last term?

Attendance target for school / Key Performance Indicators

Describe what actions / analysis of data / reviews on attendance school has undertaken during this term?

**Section 3 – Training Needs / Requirements**

Does any school staff require additional training support - add name and contact details and training needs

**Section 4 – Attendance / Attendance Data**

LA RAG Rating for Attendance **RED AMBER GREEN**

**Headline Data**

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| **Term 2** | | |
| Subject | Percentage / Number | Comments |
| School Attendance |  |  |
| LA Average Attendance |  |  |
| England Average Attendance |  |  |
| Total Absences |  |  |
| Authorised Absences |  |  |
| Unauthorised Absences |  |  |
| Persistent Absentees |  |  |
| Severely Absent Pupils |  |  |
| Penalty Notices Requested |  |  |
| Referrals made to EWS |  |  |

School View / Issues relating to attendance / how does Wonde ranking compare with other schools in LA

LA view / issues relating to attendance

Additional data / information shared by school

Discussions around emerging patterns of absences - including coding, groups, barriers and challenges to improving attendance and punctuality, support from other services

How does school monitor off site education support for pupils - attendance at Alt Ed provision, PRUS, pupils on other education programmes including working at home.  How are these coded B / D?

How does schools monitor and ensure correct procedures followed for pupils coming off roll - tracing pupils who have left without a new school known, refugees / asylum seekers who leave suddenly, parents who elect to home educate.  Are there any issues relation to off rolling pupils?

**Persistent Absence** 51% - 90% - discussion on action to be taken at school level and by LA and other partners.

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| Student | DOB | Yr Group | Discussion / Interventions | Actions |
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**Severely Absent less than 50%** - discussion on action to be taken at school level and by LA and other partners.

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| Student | DOB | Yr Group | Discussion / Interventions | Actions |
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**Vulnerable children: LAC, PLAC, Child Protection / Child in Need, Ethnicity, Gender, Free School Meals, Pupil Premium SEND / EHCP / Medical Needs / Mental Health / Pupils on reduced timetables etc.**  
-Headline data from Wonde on Overall attendance, Wonde ranking, Authorised absence, Unauthorised absence and PA for LAC, PLAC and SEND shared by LA Point of Contact making reference back to comparisons with LA data (shared by LA Point of Contact).  
-Additional data on children with a social worker and medical conditions (shared by SLT Attendance Champion & Attendance Officer)  
Discussion on action taken at school level and by LA and other partners.

View from LA support services

View from school on support services – challenges / barriers