



Attendance officer support service

Professional help to ensure good attendance is achieved and maintained at your school

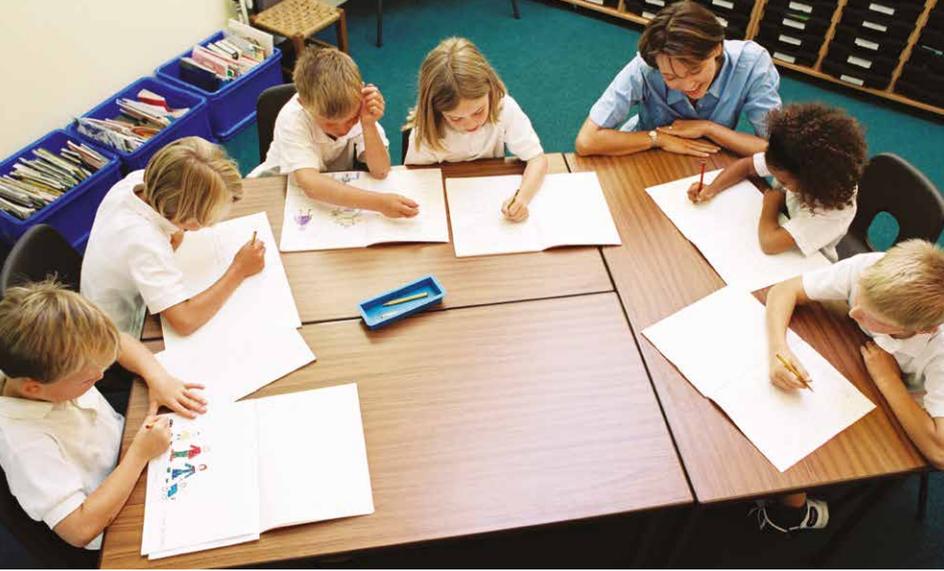


Good attendance rates make all the difference to schoolchildren's' learning. Make sure your school or academy gets the best support available with our attendance officer support service.

Any pupil with an 80% attendance rate over five years misses one complete year of school. But, with professional help, schools can improve attendance figures and support each pupil's potential to learn and succeed. Our attendance officer support service is backed by educational specialists who work with you to achieve and maintain healthy school attendance figures. The package comprises casework, consultation, awareness sessions and other pioneering initiatives, all of which are focused and practical, and quality-assured by a senior education welfare officer.

Key benefits

- A dedicated attendance officer provides professional support and guidance, including necessary legal processes, in a package of support to ensure good attendance at your school
- The service includes provision of casework, consultation and awareness sessions, so staff in your school can identify, track and improve attendance to better-support pupils' learning outcomes
- Casework support is designed to ensure that no attendance issues drift but are appropriately addressed and handled in a timely fashion
- Support to promote good attendance is provided at key times in the academic year – including new pupil intake, parent's evenings and for school assembly
- We keep schools informed and staff trained on new and emerging initiatives to help promote and maintain good attendance; guidance that is both focused and practical.



Your school in safe hands

Our attendance officer works with you on a casework basis ensuring low-attendance cases don't drift while safeguarding issues remain paramount. The officer holds consultation sessions for your staff and for individual pupils, covering attendance awareness, tracking and improvement, and school policy and data analysis.

Further sessions will take place to promote awareness during new pupil

intake times, school assemblies, as drop-in surgeries, at parent's evenings, on mentoring days, and for new staff to ensure effective first day contact.

Our attendance officer will be present at school attendance meetings, and any legal processes and actions connected to their casework. They will also inform you of new and emerging support – including attendance punctuality and initiatives, register sweeps, early bird, and late gate initiatives.

All schools using this service will need to provide access to attendance systems. This service is provided in full or half-days, calculated at 7.5 and 4 hours respectively. All work is quality-assured by a Senior Education Welfare Officer and regular training is undertaken by all officers who provide this service.

Next steps

If you'd like to find out more about how our Attendance officer support service can help you achieve and maintain good attendance rates please contact the Schools' Choice team. We will listen to your needs and tailor a service to meet your unique requirements.

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