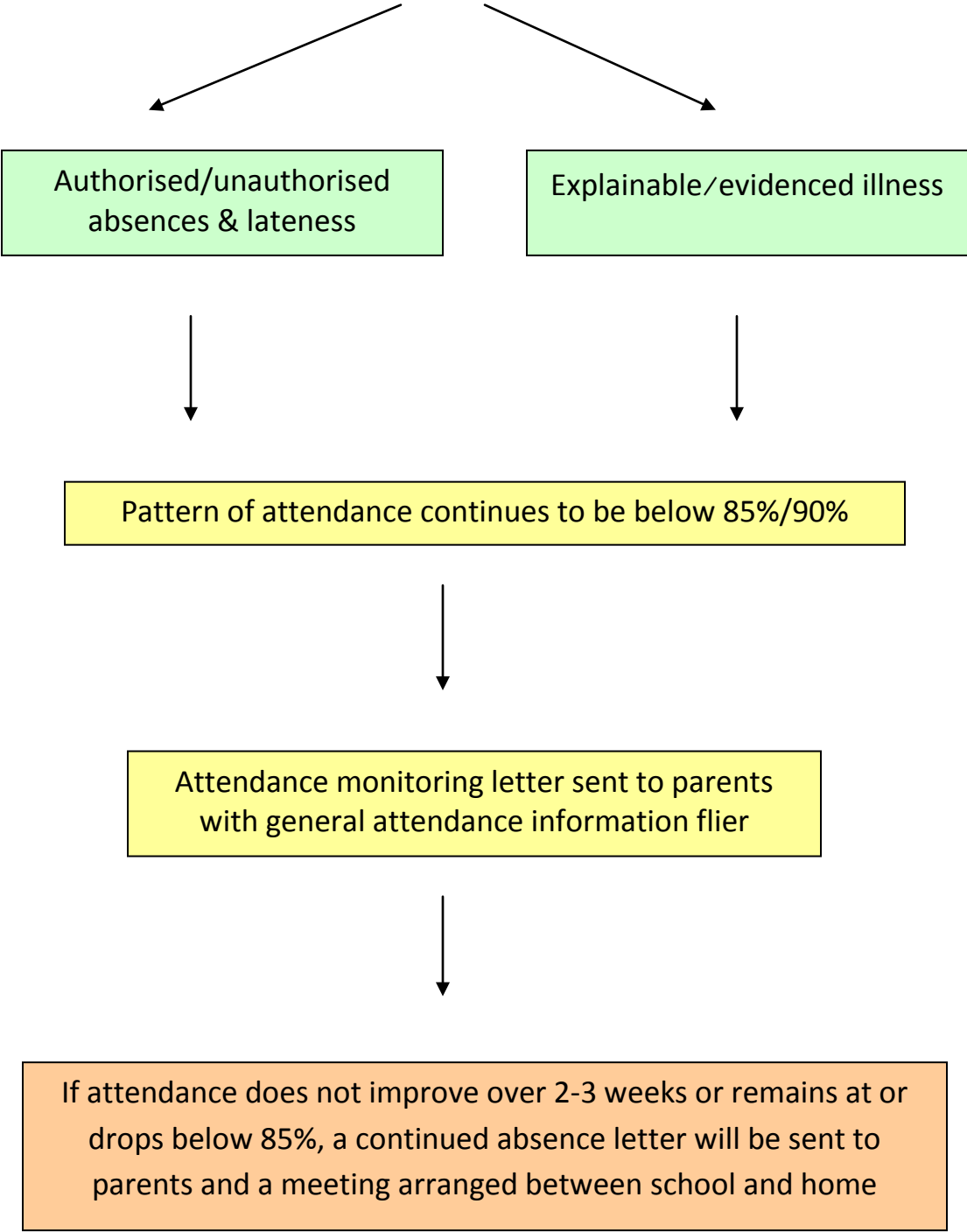


Nook Lane Junior School Attendance Flowchart



Children with less than 85% are classified as persistent absences and will be monitored closely on a fortnightly basis.
Children with attendance below 90% are also tracked with individual attendance record analysed for reasons for absence.

Pupils' attendance discussed at termly pupil progress meetings, Every Child Matters/safeguarding meetings and Special Educational Needs review meetings



School will endeavour to work closely with families to improve pupils' attendance and be proactive in meeting the individual needs of the child/family



If attendance fails to improve over next 2-3 weeks and is below 85%, referral made to Multi Agency Support Team (MAST). Meeting held with the headteacher and assistant headteacher. Specialist Attendance and Inclusion Officer may also attend.



Pupils' attendance will be closely monitored. If no significant improvement further action will be taken which may include a referral to Magistrates Court or a warning letter regarding a Fixed Penalty Notice