

ACADEMY: NT SEF SECTION: PDW (SDP 17)

<b>OBJECTIVE:</b> To improve whole school attendance across the school.					
<b>PRIORITY:</b> YEAR 2017-2018					
<b>STRATEGIC LEAD:</b> Greg Carter <a href="mailto:grc@treherras.net">grc@treherras.net</a>					
<b>LINKED DIRECTOR:</b> Geoff Brown <a href="mailto:gbrown@newquayeducationtrust.net">gbrown@newquayeducationtrust.net</a>					
<b>LINK/S TO OTHER KEY DOCUMENTS:</b> NT attendance policy, DfE School attendance guidance.					
<b>TARGET GROUP/S:</b> All Staff			<b>NUMBERS INVOLVED:</b> Staff, Directors, Parents, Students		
<b>SUMMARY OF CURRENT EVIDENCE (FROM SEF)</b>					
Attendance gap between PP and nonPP students. Attendance data dashboard.					
<b>WHY IS THIS AN ISSUE?</b>					
PP students have lower attendance which can negatively impact their opportunities/life chances:-					
<ul style="list-style-type: none"> <li>• Increasing gap between PP/nonPP</li> <li>• Ultimate sanctions inappropriate for one of most deprived counties in the country</li> <li>• Profile of attendance is a whole school issue</li> <li>• Opportunity to engage hard to reach parents</li> </ul>					
	SPECIFIC ACTIONS TO ACHIEVE OBJECTIVE	WHO	WITH	BY WHEN	EVIDENCE TO SHOW PROGRESS
A	<ul style="list-style-type: none"> <li>• Raise profile of whole school attendance strategy. Introduce new protocols for PP attendance action plan.</li> </ul>	GRC	SLT	June 2017	Minutes from leadership meeting (21/06/17)
B	<ul style="list-style-type: none"> <li>• Review and update attendance policy. Clearly highlight 97% target.</li> </ul>	GRC	SG/JMG	Oct 2017	New policy in Staff handbook/on website
C	<ul style="list-style-type: none"> <li>• To disseminate the protocols to PDW (HOY, SENCO, EWO) to ensure they understand it and how to implement it.</li> </ul>	GRC	KEY Stakeholders	July 2017	Protocols has been presented to Key stakeholders
D	<ul style="list-style-type: none"> <li>• Raise profile of whole school attendance. (Inter form competition, notice board, newsletter articles, reward programme)</li> </ul>	GRC	All staff, EWO	Jan 2018	
E	<ul style="list-style-type: none"> <li>• Competition/Uniform reward day (every half term)</li> </ul>	GRC/EWO /JKE,	Form tutors, HOY	Dec 2017	
F	<ul style="list-style-type: none"> <li>• Outreach/ parent engagement (parent training/support programme, coffee morning/ pizza evening, classroom support package)</li> </ul>	GRC	SENCO, IHC, EWO	Dec 2017	

G	<ul style="list-style-type: none"> <li>To disseminate new attendance strategy (IAAP) with all staff. Highlight target of 97%.</li> </ul>	GRC	HOY	Sept 2017	GRC presented to all staff 04/09/17 – tracking sheets provided
H	<ul style="list-style-type: none"> <li>Pilot study of Minibus pick-up strategy.</li> </ul>	GRC	CPG	July 2017	Data from target 2 students attendance
I	<ul style="list-style-type: none"> <li>Launch minibus pick-up strategy.</li> </ul>	GRC	CPG, support staff	Sept 2017	Day 1 – 11/09/17

**RESOURCE IMPLICATIONS – SOURCE AND COST:**  
 Staff time/minibus usage/notice board/postcards home/food and drink

**SUCCESS CRITERIA/TARGETS:**  
 To have narrowed the PA gap between PP and nonPP students by July 2018

ONGOING REVIEW NOTES AND ACTION/ (By Lead and Director)	DATE OF REVIEW	WHO	R	A	G
<ul style="list-style-type: none"> <li>Brief staff in whole staff meeting about the Attendance protocols and reward programme.</li> <li>Working Party with CPG, SENCO, IHC, EWO and attendance officer</li> <li>Strategy meeting with SENCO, IHC – re: Profile/outreach programme</li> <li>Feedback/monitoring with C and G</li> </ul>	July 2018	GRC/SG			
	July 2018	GRC/SG			
	Every 2 weeks	GRC, Senco, IHC, EWO			
	Regularly every half term	GRC, JMG, SG, SENCO, EWO			