



## GPA Non-Attendance Response:

Level	Reason for Monitoring	School Actions	Staff
Tier 0 - the green zone - > 97%	None	None	Universal
Tier 1 - the yellow zone - 93 - 96.9%	<ul style="list-style-type: none"> <li>-Fallen below 97%</li> <li>-Repeated illness with no evidence provided</li> <li>-Late Marks</li> <li>-Unauthorised Absences</li> <li>-Unexplained absences</li> <li>-Patterns of non-attendance</li> </ul>	<ul style="list-style-type: none"> <li>-Letter 1 issued</li> <li>-Tier 1 parent conversation with class teacher and JLe (record on Arbor)</li> <li>-SMi to monitor Arbor logs</li> <li>-Pupils name to be added to SLT/WLT agenda and TAF Agenda</li> </ul>	<ul style="list-style-type: none"> <li>Class Teacher</li> <li>Attendance Officer and EWO (JLe)</li> <li>Head of Student Services (SMi)</li> </ul>
Tier 2 - the orange zone - 90 - 92.9%	<ul style="list-style-type: none"> <li>All of the above and:</li> <li>-No improvement with attendance</li> <li>-Lack of Parental Engagement</li> </ul>	<ul style="list-style-type: none"> <li>-Letter 2 issued</li> <li>-Child-led attendance chat with the Student Services (SMi and JLe) Record on Arbor/CPOMS</li> <li>-Parent attendance chat with (AHT/SMi and JLe)</li> <li>-PNWL issued by JLe</li> <li>-Continued monitoring in SLT/WLT and TAF meetings</li> </ul>	<ul style="list-style-type: none"> <li>Assistant Head Teachers (SSi, JTw, SKh)</li> <li>Attendance Officer and EWO (JLe)</li> <li>Head of Student Services (SMi)</li> </ul>
Tier 3 - the Red Zone - < 90%	<ul style="list-style-type: none"> <li>All of the above and/or:</li> <li>-Non-attendance is chronic</li> <li>-Significant concerns despite monitoring through previous tiers</li> </ul>	<ul style="list-style-type: none"> <li>-Tier 3 Letter Issued</li> <li>-Parent attendance meeting with the Head Teacher</li> <li>-Statutory Referral Discussion</li> <li>-Continued monitoring in SLT/WLT and TAF meetings</li> </ul>	<ul style="list-style-type: none"> <li>Attendance Officer and EWO (JLe)</li> <li>Head of Student Services (SMi)</li> <li>Head Teacher (MWa)</li> </ul>
Tier 4 - FPN	<ul style="list-style-type: none"> <li>-Pass the 20 day PNW period</li> <li>-Fail the 20 day PNW period due to further absence</li> </ul>	<ul style="list-style-type: none"> <li>-Monitor</li> <li>-Fail - AO/EWO to process fine through WMBC</li> <li>-Statutory intervention led by AO/EWO</li> </ul>	<ul style="list-style-type: none"> <li>Attendance Officer and EWO (JLe)</li> <li>Head Teacher (MWa)</li> </ul>



 Dream  Rise  ASPIRE  ATTEND