

THOMAS TALLIS SCHOOL ATTENDANCE ESCALATIONS

% increase,
100% att

Praise during form time
Form tutor

1 week
decline

Attendance conversation during form
time
Form tutor

2 week
decline

Attendance conversation 2
Form tutor

3 week
decline

Concern that attendance is not
improving and will be monitored
LETTER 1

4 week
decline

Head of Year meeting
LETTER 2/ MEETING 1
3 week monitoring follows

Continued
decline

Parental interview with SLT/AO
LETTER 3/MEETING 2
3 week monitoring follows

Continued
decline

No improvement, proceed to statutory
action Letter 4

Interventions escalate with declining attendance

UNLOCK THE PROBLEM
PUT IN PLACE STRATEGIES TO SOLVE THE PROBLEM

STRATEGIES

Intervention strategies should be explored at all stages
of declining attendance

Rewards
Discussion with trusted adult
Positive report
Attendance report
Tutor support
SEN support
Other inclusion support
Adjusted curriculum
Study support
Refer to LSU
Reduced timetable
CAMHS referral
Counsellor
EP referral
YOT referral
Managed Move to another school
Parenting Contract
Attendance Panel