

The Virtual School

School Attendance - Levels of Intervention for CiC

Reference : [DfE school attendance guide](#)

% Absence	Intervention		
	Who?	Authorised Absence	Unauthorised Absence
more than 0, up to and including 4%	SCHOOL / Educational Setting	<ul style="list-style-type: none"> Monitor absence 	<ul style="list-style-type: none"> Expect the school Investigate and challenge the reasons for any unauthorised absence -normally a phone call to the carer
	Virtual School	Watching brief	
more than 4%, up to and including 6%	SCHOOL / Educational Setting	<ul style="list-style-type: none"> Monitor absence 	<ul style="list-style-type: none"> Investigate and challenge the reasons for any unauthorised absence - Inform the LM and Social Worker in writing that a specific number of sessions have been missed and that future absences could result in an attendance meeting in school.
	Virtual School	<ul style="list-style-type: none"> Monitors Absence and ensures the authorised code is a valid reason 	<ul style="list-style-type: none"> Contacts social worker, to highlight the concern for the absences and discuss the expectation of improving attendance.
	Social Worker	<ul style="list-style-type: none"> .Discuss with Foster Carer absence concerns 	
	Inclusion Lead	<ul style="list-style-type: none"> Maintains overview of absence rates - at this stage 	
more than 6%, up to and including 10% STUDENT AT RISK OF BECOMING or PERSISTENT ABSENTEE This CiC will now be recorded on the Getting to Good data and shared with senior Social Care Managers	SCHOOL / Educational Setting	<ul style="list-style-type: none"> Monitor absence Communication all partners. Identify any recurring patterns of absence and discuss concerns with LM / social worker 	<ul style="list-style-type: none"> Investigate and challenge the reasons for any unauthorised absence Invite Foster carer / Social Worker and LM into school by letter to discuss reasons for absence and strategies to improve attendance
	Virtual School & Social Worker	<ul style="list-style-type: none"> Discuss with Social Worker is absence due to illness continue, medical evidence may be required in order to continue to authorise. Remind Social Worker and Foster Carer that it is only a head teacher that can authorise an absence. 	<ul style="list-style-type: none"> Offers a home visit to gather information and plan strategies to improve attendance Coordinates a meeting in school with social worker and Foster carer to discuss absence and plan strategies to improve attendance
	Inclusion Lead	<ul style="list-style-type: none"> Needs to be part of a meetings with Social Worker and Foster Carer 	<ul style="list-style-type: none"> To lead a meeting in school with Social Worker Foster Carer CIC and other agencies as involved.
more than 15%, up to and including 20%	SCHOOL / Educational Setting	Monitor daily with communication on every day of absence to Social Worker/Foster Carer	TAC meeting to consider the needs of both the child missing education, but what other interventions and strategies can be used.
	Virtual School Inclusion Lead	If this is authorised, there needs to be a discussion about the level of absence and any additional needs to avoid the CiC falling behind and missing out on education	This should now be escalated with a clear focus on challenge to both Foster Carer and Social Worker Include the CiC
more than 20%,	Virtual School Inclusion Lead	If this is authorised, there needs to be a discussion about the level of absence and any additional needs to avoid the CiC falling behind and missing out on education	This should now be escalated with a clear focus on challenge to both Foster Carer and Social Worker Include the CiC

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MISSING SCHOOL CAN SERIOUSLY EFFECT ACHIEVEMENT

