

Newchurch Primary Attendance Guidelines

<p>STAGE 1 95% - 90%</p>	<p><i>Attendance is beginning to fall below the attendance target.</i> Your class teacher will now closely monitor and work with you and your child to improve attendance.</p>
<p>STAGE 2 90% - 85%</p>	<p><i>Attendance has shown a continued decline</i> Pastoral letter 1 of general concern will be issued and a copy of your child's attendance record, with the opportunity to meet with the Attendance Coordinator to discuss if the school can assist in any way.</p>
<p>STAGE 3 85% - 80%</p>	<p><i>Attendance now falls into the category of persistent absence</i> Pastoral letter 2 Meeting with the Attendance Coordinator to discuss how school can offer support. Attendance targets and consequences. Attendance Officer and Family Support Worker notified.</p>
<p>STAGE 4 Below 80%</p>	<p>The Local Authority Education Welfare Officer will be advised and will closely monitor attendance formal intervention and referral can be actioned and prosecution considered if required.</p>