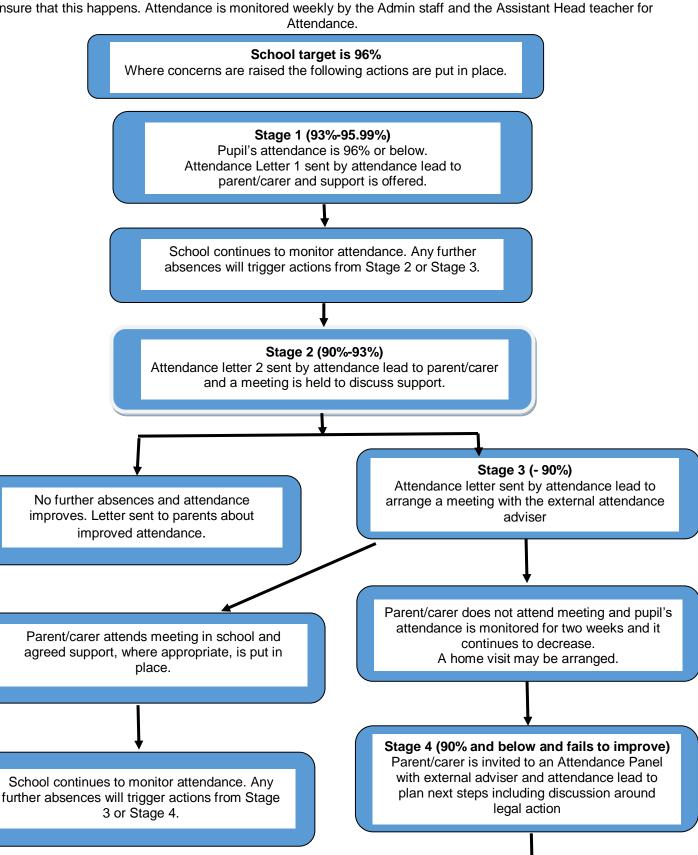
Attendance Procedures Flow Chart

Although parents/carers have the legal responsibility for ensuring their child's good attendance, the Head teacher and Governors at our school work together with other professionals and agencies to ensure that all pupils are encouraged and supported to develop good attendance habits. The procedures below are followed to ensure that this happens. Attendance is monitored weekly by the Admin staff and the Assistant Head teacher for Attendance.



Stage 5

Attendance does not improve. School/Borough start court proceedings.