

Attendance Weekly Update w/c 22nd May 2023

Let's talk about anxiety: animation and teacher toolkit

Anxiety is a normal emotion – it's one of our body's natural reactions to stress. For young people, some level of anxiety is normal as they grow up and learn to navigate the world.

However, it's important that they have the tools to manage feelings of anxiety and can tell the difference between normal emotions and more severe anxiety which is interfering with their everyday life.



The 'Let's talk about anxiety' animation, and <u>accompanying resources for school staff</u>, from Anna Freud, will help students aged 11 to 13 to normalise, understand and manage anxious feelings.

Persistent Absence for Unauthorised Other Reasons: Who is at Risk?

This report is an in-depth study into the factors associated with persistent absence

Department for Education for unauthorised other reasons (PAUO) in pupils of secondary school age.

Persistent absence for unauthorised other reasons:

Who is at risk?

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May 2023

It begins with a descriptive assessment of absence trends over time. Prior to the COVID19 pandemic, overall absence was in long-term decline (from 6.5% in 2006/07 to 4.7% in 2018/19), driven by decreasing rates of authorised absence. This trend was reflected in declining rates of persistent absence, which fell from 19.3% in 2006/07 to 10.7% in 2013/14 and then remained relatively stable until the pandemic began in the 2019/20 academic year. In contrast,

unauthorised absence was on a slight upward trajectory prior to the pandemic, rising from 1.1% in 2015/16 to 1.4% in 2018/19. This was largely driven by PAUO which increased from 1.7% in 2015/16 to 2.2% in 2018/19.

To effectively tackle the complex barriers to attendance, schools and local authorities need to be able to identify those at risk of being PAUO and target the interventions as early as possible.

For more information please visit: <u>Persistent absence for unauthorised other reasons:</u> who is at risk? (publishing.service.gov.uk)

Improving Support for Children Missing Education – open consultation

The Department for Education (DfE) want to empower local authorities, schools and others to identify and support children missing education more effectively. This is to ensure every child gets an education, wherever they live and whatever their background.

In this call for evidence, the DfE are seeking views on:



- how children missing education are identified and supported
- the challenges in identifying and supporting children missing education
- how to address those challenges

Children missing education are children of compulsory school age who are not registered pupils at a school and are not receiving suitable education otherwise.

To respond to the consultation please visit <u>Improving support for children missing education - Department for Education - Citizen Space</u>

The consultation closes on 20th July 2023

In addition to the call for evidence, the Department will be hosting two webinars (one for LAs, one for schools) to share best practice on CME. They will be joined by LAs and multi-academy trusts who will share practical tips on identifying and supporting this cohort.

Details of the webinars will be shared in upcoming updates.

Attendance Hubs

9 new attendance hubs were announced yesterday by the Department for Education. The nine new attendance hub leads will support up to 600 primary, secondary and alternative provision schools in England to improve their attendance by sharing effective practice and practical resources.

Practice shared by hubs may include rolling out automatic text messaging to parents where pupils do not attend school and using data effectively to identify children at risk of poor attendance and in order to intervene early.

A large number of schools have applied to "join" the Hubs. This allocation is still being decided (but schools will not have to be geographically near their Hub).

- Bar Hill Community Primary School, Meridian Trust
- Wallscourt Farm Academy, Cabot Learning Federation
- Abbots Green Primary Academy, Unity Schools Partnership
- Willows Academy, DELTA
- Eden Boys School, STAR Academies
- Ely College, Meridian Trust
- St Edward's Church of England Academy, Unity Schools Partnership
- Olive Academies, an alternative provision trust based in the East of England
- River Tees Academies, an alternative provision trust based in the North East

Other key announcements/publications from the Department for Education publications released this week:

- New census attendance data for the current autumn term: <u>Pupil absence in schools in England</u>, <u>Autumn term 2022/23 Explore education statistics GOV.UK (explore-education-statistics.service.gov.uk)</u>
- School level absence data for 2021/22 now published as part of the school performance tables (for the first time since before the pandemic): <u>Absence</u> <u>and pupil population - Ash Hill Academy - Find school and college</u> <u>performance data in England - GOV.UK (find-school-performance-data.service.gov.uk)</u>

Job Vacancy Attendance Improvement Manager – Bedminster Down School

Bedminster Down School is looking for an experienced and supportive person, who is able to set high expectations for young people and their families, to join our team as an Attendance Improvement Manager. You will primarily be responsible for devising and implementing strategies which make a significant positive impact on the attendance of individuals and large groups of students, whilst ensuring that all of our statutory responsibilities with regards to attendance and safeguarding young people are met. You will work closely with a Senior Leader with responsibility for attendance and you will manage a small attendance team who will support you in improving attendance within the school.

For more information, please visit <u>Job profile (webitrent.com)</u>

The Education Hub – Parent fines for Missing School: What you need to know

The Education Hub has provided guidance for parents to support the understanding of the risk of fines if their child misses school without a good reason. Local councils and



schools can intervene, in some cases, this might mean that parents receive a fine.

For further information please visit: <u>Fines for parents for taking children out of school</u>: <u>What you need to know - The Education Hub (blog.gov.uk)</u>

TOP 10 TIPS FOR TRANSITION TO SECONDARY SCHOOL IN INFORMED IN INF

update.

Year 6 to Year 7 transition

At this time of year considerations are being given to the transition activity for the children who are moving between primary and secondary settings. To support this area of activity a guidance document has produced by the Education Psychology Team with the Top 10 Tips for Transition to Secondary School. This guidance is designed help parents/carers support their children at this important time in their education. This guidance document is available on our Attendance Toolkit details can be found later in this

Bulk Admissions – Acceptance of Places by Parents and Carers

 For children moving schools in September as part of the bulk admissions arrangements this is an important time of year as transition activity begins

 We would ask our primary schools to remind parents/carers to formally confirm their decision in relation to the schools they have been offered through the parental portal.
 This is an important part of the process to place children on roll at their new setting. Please see <u>Admissions (bristol.gov.uk)</u>

 Parents wishing to appeal or go on waiting lists should be reminded that their duty to ensure their child receives an education recommences at the start of the academic year.

Year 11s and Study Leave 2023

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Pupil entitlement, wellbeing and safeguarding need to be considered as well as absence coding when planning the year 11 arrangements for pupils.

 Department for Education School Attendance Guidance can be found here: Working together to improve

school attendance - GOV.UK (www.gov.uk)

Code S: Study leave

- Schools must record study leave as authorised absence. Study leave should be used sparingly and only granted to Year 11 pupils during public examinations. Provision should still be made available for those pupils who want to continue to come into school to revise.
- As always, study leave can only be granted during the public examination period. If a school chooses to use study leave, the S code can be applied for year 11s that are not expected to attend the session. The S code should only be applied for the sessions that fall between the commencement of the first exam and the last scheduled exam in the public examination period.
- The ability for vulnerable pupils to be able to access on site learning and space for revision is important and should be encouraged where possible. If pupils do attend when they do not have exams, then they should be marked as an attendance in the register.
- If a school gives permission for year 11s to work offsite prior to the commencement of the public examination period, the S code must not be applied, and another absence code will need to be used.
- As always, it is up to schools to decide how to record sessions in the
 attendance register in line with the Education (Pupil Registration) (England)
 Regulations 2006 as amended, based on the individual circumstances in
 question. Further guidance is provided here: Working together to improve
 school attendance GOV.UK (www.gov.uk)
- Unless another absence code is more applicable, the most likely code for a year 11 school agreed absence (with permission of the school) prior to the commencement of the public exam period is C code.

Code C: Leave of absence authorised by the school

- The government does not use any year 11 term 6 attendance data in its attendance performance tables.
- That noted, the wellbeing and safeguarding of year 11 pupils remains paramount and therefore there is an expectation that schools should be continuing to work with this cohort.

Remember, legally a child continues to be of compulsory school age until the last Friday of June in the school year that they reach sixteen. For a current year 11, the date this year is Friday 30th June 2023.

Training to improve your school or college's approach to mental health and wellbeing

Join more than 11,000 settings that have benefited from DfE accredited senior mental health lead training. The training develops your mental health lead's knowledge and practical skills to embed an effective whole school or college approach to mental health and wellbeing, which supports learning,

behaviour and attendance. The training covers:

- identifying mental health and wellbeing needs and monitoring the impact of support
- approaches to plan and lead change aligned to the work of your designated safeguarding lead/special educational needs coordinator
- developing your universal and targeted support offer
- engaging students/pupils and developing positive relationships with parents, families and carers

Take five minutes to <u>register</u> for grant funding to attend a course commencing up to 31 March 2024. You can choose from over 100 courses (beginner, intermediate and advanced levels) tailored to the needs of your settings and use the funding for supply cover if needed.

Supporting Refugee and Asylum Seeking Pupils in Schools (SRASPS) Working Group



Bristol is proud to be a City of Sanctuary and this is evidenced by how many schools and settings have welcomed refugee and asylum seeking pupils into their settings. To support these

children and young people achieve the best possible outcomes the Supporting Refugees and Asylum Seeking Pupils in Schools (SRASPS) Working Group has been set up

The purpose of the SRASPS meetings are:

- To provide an opportunity for schools, communities and other organisations to work together and to support Refugee and Asylum-Seeking children and young people in accessing education successfully
- To communicate, network, and offer/receive advice and support from colleagues in schools, communities and other organisations
- To discuss current Government guidance and statutory duties
- To identity and discuss specific issues
- To identify gaps in support and work together to find solutions
- To support consistency of practice between schools and other organisations

This group meets on a termly basis and the dates for the remainder of this academic year are detailed below:

Friday 14th July 10am-12pm

If you are interested in joining this working group, please contact the Attendance and Belonging Task Group for more details attendanceandbelongingteam@bristol.gov.uk

Year 6/Year 7 Transition Arrangements – Important Reminder

Following National Offer Day on 1st March when most Year 6 pupils will find out their offer of a place for secondary school in September 2023, please can all primary schools check an application has been made for all relevant pupils. Although the deadline has now passed for applications to be considered during the initial rounds families should still apply for places.



If the pupil has an Education, Health and Care Plan do not apply to School Admissions, see Apply for a key stage transfer school place for a child with an Education, Health and Care (EHC) plan on the Local Offer site or email the Special Educational Needs Team at sen@bristol.gov.uk for how to apply

For further information please visit Apply for a new year 7 secondary school place (bristol.gov.uk)

Every child's right to a successful transition 2022-23



Last year a guidance document was produced utilising a community based approach to effective transition between provisions across the City of Bristol (Year 6-7). Successful transition supports securing high levels of attendance, successful educational outcomes and the development of a sense of belonging. This guidance has now been updated covering the current academic year and is available on the Attendance Toolkit.

Workshop series: A Trauma-Informed Approach in Education

Crisis and conflict have direct and profound effects on children's physical safety, well-being and ability to learn. The International Rescue Committee offer this **two-part workshop series** in which they explore the causes, consequences and ways to support refugee students (at the individual and organisational level) to cope and overcome trauma and toxic stress and to thrive in their new school. Sessions are led by an IRC



education specialist who has over 20 years of experience supporting refugee and EAL students in the English education system.

24 - 25 May 2023

Sign up here

Compare pupil attendance with other schools in your local authority

78% of schools are now sharing daily attendance data with the DfE.

This month, the DfE are rolling out new functionality to allow mainstream schools



that are sharing data to compare attendance with other schools within their local authority area. Once this is available, you will be able to see the 'compare your attendance tab' in view your education data.

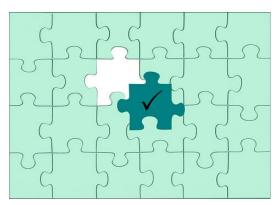
The tool will help schools to identify strengths and priorities and signpost to additional guidance and support.

All schools can continue to view local authority level attendance data using the <u>pupil</u> <u>attendance dashboard</u>, which is updated fortnightly.

To share daily attendance data and get access to these tools, please <u>email Wonde</u>. If you already use Wonde, please accept the request from us in your Wonde portal.

Please note the data trial does not replace any data collection currently in place with the local authority. In addition, the data pack due to be released shortly by the local authority will supplement the information provided through this data trial, not replace it.

Admissions messaging supporting early identification of Children Missing Education Action Required



To ensure all children and young people receive a place at a school or education provision in a timely way, in circumstances where schools and settings are unable to offer a place, we request that the following information is included in any written correspondence to parents and carers:

We are sorry that we have been unable to offer your child a place at our school.

To help support your child access education provision please email childrenmissingeducation @bristol.gov.uk if you live in Bristol and:

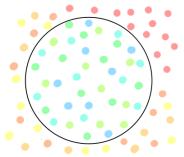
- your child is not currently on roll at a Bristol school or receiving elective home education
- you applied directly to a school and were told there are no places in the appropriate year group
- you applied directly to a school more than 10 school days ago and have not had a response

If you manage your own in-year admissions arrangements, and you are unable to offer a place please also complete the Child Missing Education form to notify the local authority of this situation, further details including the notification form are found in the link below:

Children missing education (CME) (bristol.gov.uk)

We also want to remind schools and settings that even if you are over-subscribed, parents and carers **must not be refused the opportunity to make an application** or be told that they can only be placed on a waiting list rather than make a formal application. They should still be encouraged to apply for a place for their child please see School admissions code 2021 (publishing.service.gov.uk)

Exclusions Task and Finish Group



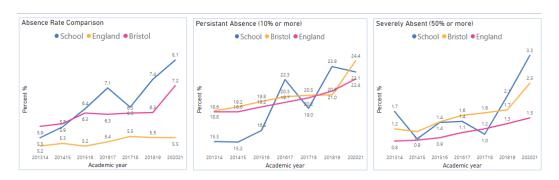
Following a short break, the Exclusions Task and Finish Group is recommencing later on this month. This group is made up of key stakeholders who are interested in understanding the factors that underpin exclusions and suspensions and to explore how we can reduce the number of incidents experienced by pupils across the city.

Dates of the upcoming meetings:

- Thursday 25th May 23: 1pm 3pm
- Wednesday 21st June 23: 1pm 3pm
- Wednesday 19th July 23: 1pm 3pm

If you are interested in joining this group, please contact the Attendance and Belonging Task Group for further information at attendanceandbelongingteam@bristol.gov.uk

School Data Packs Update – Data Packs are now live



In the past the Bristol City Council created individual data packs relating to attendance and suspensions. We are now in the process of creating much more comprehensive data packs for all primary, secondary and special schools. It will be published in two tranches, the first being an analysis of data published by the DfE, the second an analysis of your own school's data.

Rather than us sending each school a PDF document, as we did previously, we will be giving each school access to their own bespoke data packs via the internet. Each user will access their school's data securely, and without the need for any software. Although we are producing the packs using Power BI you will not need to have it installed.

In preparation for setting up the links to the data packs when they are available, we are asking each school to nominate one person in your setting to be the main user. This person will then be able to nominate others in the school if they also want access to your school's report.

Please can you follow the link below to provide the details of the nominated member of staff

School Attendance Data Pack - Nominated staff member

Help for Households

To help with the cost of living crisis the government has launched a website detail a range of support for households. This is available from the link below:



Help for Households - Get government cost of living support

Local Crisis and Prevention Fund - Bristol

The Local Crisis and Prevention Fund can provide financial support to families facing an immediate financial crisis by

- giving an emergency payment for essentials like food and clothing
- supplying household goods if they cannot afford basic furniture or white goods, like a fridge or a cooker



For further details please visit

Emergency payments - local crisis and prevention fund - bristol.gov.uk

Education Welfare Service CPD Courses for Schools Academic Year 2022-23



To assist with your planning for this academic year the Education Welfare Team has released key dates for training and CPD opportunities. Please note that additional courses are likely to be added during the academic year and details will be provided via the Weekly Attendance Update.

Children Missing Education - Free

Child Missing Education - Why does it matter? Education Welfare Service (EWS)

Wed 7 June 2023 10:00 - 12:30

Training – virtually, via Zoom
Booking via Trading with Schools
Trading with Schools Helpline 0117 922 2444
Email: tradingwithschools@bristol.gov.uk

<u>Parental Responsibility Measures - Penalty Notice Training for Schools - Free</u> Penalty Notice Training for Schools - When is a Penalty Notice Appropriate? Education Welfare Service (EWS)

Wed 24 May 2023 10:00 - 12:00

Training – virtually, via Zoom Booking via Trading with Schools Trading with Schools Helpline 0117 922 2444 Email: tradingwithschools@bristol.gov.uk

<u>Improving School Attendance – Support for Senior Leaders in Schools and Settings</u> – 1 free place per setting

This course provides guidance and practical strategies to school senior leaders with an attendance remit to support improvements especially for vulnerable groups.

The first part of this course sets out the principles underpinning an effective whole school strategy for attendance and develop a sense of belonging. The second part of this course outlines actions that schools may consider taking to improve attendance for all pupils, pupils at risk of persistent absence and pupils who are persistently absent (PA).

Wed 14 June 2023 10:00 - 12:30

Training – virtually, via Zoom Booking via Trading with Schools Trading with Schools Helpline 0117 922 2444 Email: tradingwithschools@bristol.gov.uk

Locality Meetings Term 5



Locality meetings have been set up to support attendance related activity at a local level. We have set up this network of meetings to create a community of practice by bringing together groups of schools in similar circumstances. Please could you email the Attendance and Belonging Team

attendanceandbelongingteam@bristol.gov.uk if you are able to attend one of the locality meetings shown in the following table:

For Term 5 only we have decided to combine the primary locality meetings into one central meeting to review best practice ideas and the same will apply to the secondary meetings. Independent Schools are invited to attend either the primary or secondary meetings which are most appropriate. We will continue to have separate meetings for specialist settings and ALPs for Term 5.

Term 5 Locality Attendance Meetings

Meeting Type	Locality meeting date	Locality meeting time	Link
Specialist	Weds 24.05.23	2pm - 3.30pm	Click here to join the meeting

Weekly Attendance Officer Drop-in Sessions - Every Tuesday



- •To support the work of Attendance Officers and other colleagues concerned about an attendance issue we have arranged a weekly online drop-in session every Tuesday 11am-12 noon
- •We would encourage colleagues to join the meeting if they have specific questions relating to attendance or would like to share best practice.

Join the Zoom meeting at:

https://zoom.us/j/92106436030?pwd=NEpsN2tJZGFzVUZ3cWRWbDZGTGVtZz09

Meeting ID: 921 0643 6030 Passcode 867161

Families Arriving from Ukraine - update

Families from Ukraine continue to arrive in Bristol under a number of schemes, including the government's Homes for Ukraine, the Family Visa system and via third party organisation for those with specific needs including children and young people requiring medical intervention. As families and their families are arriving via a number of different routes this requires careful checking and tracking.

To ensure we can place the children and young people in schools and settings as quickly as possible please follow the guidance as detailed below

If you are able to offer a place in your setting for a Ukrainian child/ young person following an admissions enquiry, please can you process the application as soon as



possible, following your usual processes. So that we can ensure we support these pupils in the best way possible please can you complete the Microsoft form detailed below. If Bristol City Council processes your in year admissions applications, as soon as a place is allocated and

accepted, please also complete the Microsoft Form

Ukrainian refugee children - Notification of school admissions and enquiries

If you are unable to offer a place in your setting for a Ukrainian refugee child/young person following an admissions enquiry, please can you complete a Children Missing Education Form by following the link below:

Children missing education (CME) - bristol.gov.uk

Important please note they are a Ukrainian Refugee in the free text at the end of the form If you have any queries about the admissions arrangements for any new Ukrainian pupils, please contact the attendanceandbelongingteam@bristol.gov.uk

Please note if you offer a place to a Year 6 child, once settled please can you ensure an application is made via the Admissions Team <u>School admissions - bristol.gov.uk</u> for a Year 7 place for September 2022 as soon as possible. You may need to support host and the newly arrived families with this process as they are likely to unfamiliar with it.

To support the arrival of children and young people and to welcome them into our schools and settings, a number of translated posters have been made available, to access them please follow the link below:

https://urldefense.com/v3/ https://www.dropbox.com/s/tytnfep44kc8ar1/Refugee*20 Posters*20Style3.pdf?dl=0__;JSU!!KUxdu5bBfnh!tXwFzcmDHERbgWtRb2pA8DwcBmgLotsygW5zqfJ2l0BBlODVl6bMzatBRpY gZrW3mmJEKB-RIA\$

Attendance Toolkit



To support communication and practice around attendance related issues, we have set up an Attendance Toolkit on a SharePoint site for professionals.

For BCC Staff

Please follow the following the link <u>Attendance Toolkit - Home (sharepoint.com)</u> to trigger a request for access

For Non-BCC Staff

Access to the site is via the supply of a named email for an individual as opposed to a departmental or general email so you can be registered for access. If you are on the Attendance or Bristol Inclusion Panel mailing lists you should be set up already. For other colleagues please email the attendanceandbelongingteam@bristol.gov.uk to request access, providing your email details. You will then be invited to join the SharePoint site, if you have not received an email within 2 working days of making a request, please check your spam folder. We recommend you save the SharePoint site link in your favourites.

Local Attendance Data

Term 1

Phase	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Phase	Term to Date	Phase	Year to Date
All-through		92.41	89.20	87.17	87.12	87.92	87.62	85.79	All-through	88.14	All-through	88.14
Specialist	36.20	70.45	76.77	74.29	73.77	74.66	75.00	73.65	Specialist	74.01	Specialist	74.01
Primary	88.94	95.38	95.25	94.59	94.94	95.02	94.66	93.38	Primary	94.76	Primary	94.76
Secondary	92.92	94.15	92.79	90.69	91.52	91.84	92.05	90.11	Secondary	91.98	Secondary	91.98
All	86.82	94.26	93.64	92.42	92.84	93.05	92.91	91.46	All	92.97	All	92.97

Note Week 1 = w/c 29/8/22 to capture the start of the academic year.

Term 2

Phase	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Phase	Term to Date	Phase	Year to Date
All-through	87.94	88.23	87.41	86.61	85.38	83.58	78.82	All-through	85.36	All-through	86.78
Specialist	74.07	75.52	74.67	70.69	70.57	69.63	68.74	Specialist	71.98	Specialist	73.25
Primary	94.99	94.62	93.69	92.21	92.20	90.14	87.34	Primary	92.15	Primary	93.45
Secondary	91.87	91.34	90.08	87.73	86.84	85.85	81.51	Secondary	88.03	Secondary	89.99
All	93.02	92.69	91.63	89.85	89.44	87.81	84.60	All	89.89	All	91.42

Term 3

Phase	Week 19	Week 20	Week 21	Week 22	Week 23	Week 24	Phase	Term to Date	Phase	Year to Date
All-through	87.92	88.42	87.80	87.27	85.76	87.22	All-through	87.40	All-through	86.99
Specialist	70.95	73.80	72.64	71.34	69.17	72.27	Specialist	71.78	Specialist	72.47
Primary	93.95	95.35	95.19	94.35	93.92	94.40	Primary	94.59	Primary	93.75
Secondary	90.84	91.14	91.11	90.16	89.41	89.71	Secondary	90.42	Secondary	90.23
,							Secondary	30.42	Secondary	
All	91.89	92.93	92.77	91.91	91.31	91.83	All	92.15	All	91.

Term 4

Phase	Week 26	Week 27	Week 28	Week 29	Week 30	Week 31	Phase	Term to Date	Phase	Year to Date
All-through	87.72	85.54	84.16	82.84	86.34	84.07	All-through	85.21	All-through	86.57
Specialist	72.17	70.17	74.56	77.01	78.79	75.17	Specialist	74.55	Specialist	72.97
Primary	94.79	94.52	93.73	92.87	94.84	93.27	Primary	94.04	Primary	93.81
Secondary	90.93	90.28	89.42	89.63	90.36	88.03	Secondary	89.78	Secondary	90.17
Secondary	90.95	90.28	89.42	89.03	90.50	88.03	Secondary	89.78	Secondary	
All	92.48	91.98	91.35	90.96	92.47	90.57	All	91.67	All	91.

Term 5

Phase	Week 34	Week 35	Week 36	Week 37	Week 38	Week 39	Phase	Term to Date	Phase	Year to Date
All-through	86.23	85.39	83.95	84.67	86.13		All-through	85.35	All-through	86.37
Specialist	74.35	76.93	76.92	76.05	76.74		Specialist	76.09	Specialist	73.36
Primary	92.33	94.07	94.38	95.35	95.09		Primary	94.15	Primary	93.86
Secondary	87.22	89.53	89.83	89.06	87.17		Secondary	88.48	Secondary	89.94
All	89.81	91.69	91.97	92.17	91.52		All	91.34	All	91.60

Contact

If you require for further information in relation to this Attendance Update, please contact Lesley O'Hagan on lesley.o'hagan@bristol.gov.uk.