

Attendance Weekly Update

w/c 19th June 2023

Free School Meal Entitlement for children from families with no recourse to public funds



Just to remind colleagues the Department for Education have permanently extended free school meal eligibility to children in all households with no recourse to public funds (NRPF), subject to maximum income thresholds. Please ensure you have applied for all relevant pupils

This guidance explains who these groups are and how schools can verify their eligibility and award free school meals.

Schools and local authorities are not able to use the

eligibility checking system (ECS) to confirm eligibility for these families as the family will not be in receipt of Universal Credit or legacy benefits.

For further information please visit:

Providing free school meals to families with no recourse to public funds (NRPF) - GOV.UK (www.gov.uk)

No recourse to public funds: claim form guidance - GOV.UK (www.gov.uk)

Trauma Awareness and Recovery Training

Understanding trauma is essential in supporting children and young people with barriers to attendance. Below are details about courses that are available to colleagues in schools and settings as well as within the local authority

Trauma Awareness and Recovery Training 1 day course: multiple dates available

If you work for Bristol City Council please log into Employee Self Service on iTrent to book onto this course. Alternatively you can book a place by emailing trauma.informed@bristol.gov.uk detailing your preferred date.

This is online training, which is delivered on Teams. If you would like to find out more before booking please contact Bristol City Council at trauma.informed@bristol.gov.uk

Morning (9:30-12:30)

- 1. What is trauma and how do people become 'traumatised'.
- 2. Widening the lens beyond Adverse Childhood 3. How do we practically support people Experiences
- 3. Exploration of the impacts of trauma upon a person's perceptions, thinking, health and behaviour

Afternoon (1:30-4:30)

- 1. What is Recovery?
 - 2. Exploring the impact of trauma on engagement.
 - who are traumatised to move on and become more emotionally regulated?
 - 4. Strategies for self-Care and managing secondary and vicarious trauma

Available dates:

11 th July 2023	5 th September 2023
20 th July 2023	14 th September 2023
25 th July 2023	28 th September 2023
8 th August 2023	12 th October 2023
16 th August 2023	

Bristol Children and Young People Positive Activities Grants available

The Bristol Children and Young People Positive Activities grants are now live. The grant is open for applications from Monday 15th May 2023 until 12pm on the Monday 19th June 2023. Grants can be for a maximum of £8,000 (no minimum amount) and we encourage partner applications.

The aim of the fund is to address health inequalities in children and young people by supporting positive activities that can contribute to improved healthy weight and mental health outcomes.

The focus for projects based in Inner City and East Bristol will be on improving mental health outcomes through positive activities.

The focus for projects based in South Bristol will be on supporting healthy weight through positive activities.

We will be looking for projects that can demonstrate they are directly linked into the local community. Ideally, projects should be co-designed with the target audience

they will be supporting, and you will need to demonstrate a strong insight into their needs and have a realistic plan for engagement.

If you are interested in applying, please complete a <u>hardcopy</u> or <u>online survey</u>. If you have any questions, please contact us at <u>info@wesport.org.uk</u>.'



Supporting Refugees and Asylum Seeking Pupils in Schools (SRASPS) – Professionals Toolkit



As a City of Sanctuary Bristol is proud to welcome refugee and asylum seeking families into our city. To help support the needs of new arrivals we have developed a Professionals Toolkit to provide information and resources for those working with these pupils and their families. To request access the Toolkit please email the Attendance and Belonging Team at <u>attendanceandbelongingteam@bristol.gov.uk</u>

Free training on Person-Centred Planning to support young people in secondary education

Date: Thursday 22 June and Friday 23 June at Elmfield House, BS10 6AY

This two-day training for secondary schools will be organised and delivered by Inclusive Solutions and focus on person centred planning (e.g., PATH). Person-centred planning is a structured approach to gathering the views of a young person and identifying their next steps. Approaches considered in this training will be most appropriate to support children and young people at risk of exclusions, for example, those raised at the Bristol Inclusion and Fair Access Panel (BIFAP), which meets on a fortnightly basis to identify the most appropriate educational provision for pupils at risk of permanent



exclusion. Following the training, there will be an opportunity for some delegates to extend their learning and implementation of these approaches in their settings, for example, working with an Educational Psychologist (EP) to problem solve any challenges to implementation trial additional, complementary person centred planning tools, and support with robustly measuring the impact of these approaches for this group of children and young people.

The approach can be used for a wide range of pupils, including those who:

- Are persistently disruptive
- Have experienced suspensions or may be at risk of PEX
- Are on reduced timetables
- Are school avoidant or highly anxious

We are aiming for one or two key members of staff from each secondary setting to attend this. For further details and to sign up please go to the TwS website: <u>Person</u> <u>Centred Planning, delivered by Inclusive Solutions | Trading with Schools</u>

School Census Data January 2023



The Department for Education has just released statistics on pupils in schools in England as collected in the January 2023 school census.

This release contains the latest statistics on school and pupil numbers and their characteristics, including:

- age
- gender
- free school meals (FSM) eligibility
- English as an additional language
- ethnicity
- information on school characteristics
- information on class sizes

The publication combines information from the school census, school level annual school census, general hospital school census and alternative provision census.

For data on funding, including information, allocations and the conditions of grant for pupil premium are available at: <u>Local authorities: pre-16 schools funding - GOV.UK</u> (www.gov.uk)

For more information please visit <u>Schools, pupils and their characteristics, Academic year 2022/23 – Explore education statistics – GOV.UK (explore-education-statistics.service.gov.uk)</u>



Academy for Social Justice – Working Together to Safeguard Children -Webinar

Wednesday, 28 June, 2023 from 16.00 to 17.15 via Zoom

Adam LukeTeam Leader – School AttendancePolicy and Strategy Team | Department for Education

Regular attendance at school is an essential prerequisite for pupils' educational attainment, wellbeing, wider development and future life chances. For the most vulnerable, being in school and having access to support can also be an additional protective factor.

The pandemic disrupted attendance routines and changed attitudes to when pupils should be in school and it is therefore a priority across government to return school attendance to pre-pandemic levels and better.

In this free seminar, Adam will give an overview of the cross-government effort to tackle persistent and severe absence and re-engage pupils. He will also talk through the government's new expectations of schools, local authorities and other partners and how agencies are working together to provide whole-family support in complex cases.

This event will be held online via Zoom from 16.00 to 17.15. For further details or to request your **free seminar place please** <u>click here</u>

PLEASE NOTE that <u>places are limited</u> so please be sure you can attend before booking. You must also be an Academy member in order to attend any events. If you are not yet a member you will be prompted to join when registering to attend this event.

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</u> <u>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 a webinar for schools to share best practice on CME**. The Department for Education (DfE) will be joined by LAs and multi-academy trusts who will share practical tips on identifying and supporting this cohort.

. Please follow the hyperlink below to register

school webinar – Thursday 22 June at 4:00pm to 5:00pm

The DfE will be joined by local authorities and multi-academy trusts who will share practical tips on identifying and supporting this cohort.

Please email <u>attendance.webinar@education.gov.uk</u> with any questions.

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</u> <u>school</u>: What you need to know - The Education Hub (blog.gov.uk)



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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

update.

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



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: <u>Working together to improve</u> <u>school attendance - GOV.UK (www.gov.uk)</u>
- 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.

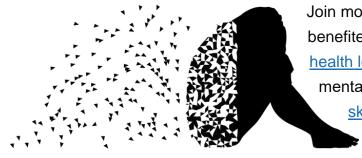
Code C: Leave of absence authorised by the school

- 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 <u>senior mental</u> <u>health lead</u> training. The training develops your mental health lead's <u>knowledge and practical</u> <u>skills</u> to embed an effective <u>whole school or</u> <u>college approach</u> 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 <u>attendanceandbelongingteam@bristol.gov.uk</u>

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 <u>Apply for a key stage transfer school place for a child with an</u> <u>Education, Health and Care (EHC) plan</u> on the Local Offer site or email the Special Educational Needs Team at <u>sen@bristol.gov.uk</u> for how to apply

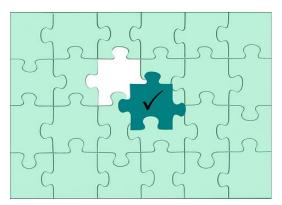
For further information please visit <u>Apply for a new year 7 secondary school place</u> (bristol.gov.uk)

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.

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 <u>childrenmissingeducation@bristol.gov.uk</u> if you live in Bristol and:

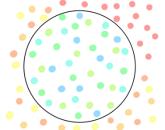
- your child is not currently on roll at a Bristol school or receiving elective home education
- you applied directly to a school and were told there are no places in the appropriate year group
- you applied directly to a school more than 10 school days ago and have not had a response

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 <u>School admissions code 2021 (publishing.service.gov.uk)</u>

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:

- 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 <u>attendanceandbelongingteam@bristol.gov.uk</u>

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

Locality Meetings Term 6



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

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

Term 6 Locality Attendance Meetings

ALP	Weds 12.07.23	1.30pm - 3pm	<u>Click here to join the meeting</u>
E&C Secondary	Tues 04.07.23	2pm - 3.30pm	Click here to join the meeting
E&C Primary	Thurs 29.06.23	10.30am - 12pm	<u>Click here to join the meeting</u>
Independent	Fri 30.06.23	10.30am - 12pm	<u>Click here to join the meeting</u>
North Primary	Weds 12.07.23	11am - 12.30pm	<u>Click here to join the meeting</u>

North Secondary	Thurs 13.07.23	10.30am - 12pm	<u>Click here to join the meeting</u>
South Primary	Weds 05.07.23	10.30am - 12pm	<u>Click here to join the meeting</u>
South Secondary	Friday 07.07.23	10.30am - 12pm	Click here to join the meeting
Special Schools/setting	Weds 05.07.23	2pm - 3.30pm	<u>Click here to join the meeting</u>

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 overleaf.

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 <u>attendanceandbelongingteam@bristol.gov.uk</u>

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!tXwFzcmDHERbgWtRb2pA8DwcBmgLotsygW5zqfJ2I0BBIODVI6bMzatBRpY 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 <u>attendanceandbelongingteam@bristol.gov.uk</u> 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
All	91.89	92.93	92.77	91.91	91.31	91.83	All	92.15	All	91.62

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
All	92.48	91.98	91.35	90.96	92.47	90.57	All	91.67	All	91.66

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	86.41	85.56	84.23	84.80	85.63	83.79	All-through	85.10	All-through	86.25
Specialist	74.37	77.00	77.28	76.75	75.98	74.35	Specialist	75.84	Specialist	73.45
Primary	92.34	94.09	94.37	95.34	94.91	93.36	Primary	94.01	Primary	93.85
Secondary	87.23	89.54	89.84	89.08	87.64	84.91	Secondary	87.85	Secondary	89.77
All	89.79	91.67	91.95	92.15	91.45	89.40	All	90.97	All	91.52

Term 6 Please note these figures still include Year 11 data

Phase	Week 41	Week 42	Week 43	Week 44	Week 45	Week 46	Week 47	Phase	Term to Date	Phase	Year to Date
All-through	83.33	84.06						All-through	83.60	All-through	86.12
Specialist	71.61	72.73						Specialist	72.01	Specialist	71.21
Primary	94.10	94.52						Primary	94.26	Primary	93.87
Secondary	83.43	84.81						Secondary	83.91	Secondary	89.52
All	89.17	90.12						All	89.51	All	91.36

Contact

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