



BRISTOL
LEARNING CITY

Attendance Weekly Update

w/c 13th March 2023

Asylum Seeker and Refugee Clinic (ARC)



The Asylum and Refugee Clinic (ARC) provides mental health support for children and young people (CYP) who are seeking asylum or have refugee status in Bristol, North Somerset and South Gloucestershire.

**Avon and Wiltshire
Mental Health Partnership**
NHS Trust

ARC are a trauma service and accept referrals for CYP who arrive in the UK with family or unaccompanied and are experiencing post-traumatic stress disorder (PTSD) symptoms.

Many people fleeing their country of origin will have experienced overwhelming traumatic events. The legacy of this on the mind and body can be debilitating and support to process trauma can be life altering and preventative.

The ARC service has specialist knowledge of the specific issues faced by this group as well as understanding of relevant cultural contexts. They also have good links to local services, experience of working with interpreters and the flexibility to meet the needs of this group.

Details about the inclusion criteria for this service, the referral process, assessment and therapy approaches, please visit the Attendance Toolkit and look under tabs 'Mental Health and Well Being' and 'New Arrivals and English as an Additional Language'

You can get in touch with the ARC team for a pre-referral discussion with the team to determine suitability.

Email: awp.camhsarc@nhs.net

Phone: [0300 124 5944](tel:03001245944)

www: [ARC Webpage](#)

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 identify 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:

Include dates

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

A World That's Home to Everyone

To help our wider school community understand the experiences of children and young people who are newly arrived in the city, especially from areas of conflict, a short new film has been produced. Inspired by the real-life stories of children from Ukraine, Afghanistan, Yemen and Syria, this film, by Save the Children in partnership with Aardman Animation, tells the story of a small orange circle who feels far from home in a world where everything is purple and triangular.

In the visually-rich and inclusive way Aardman are famed for telling their colourful and character-led stories without dialogue, it was important to director, Peter Peake, for the film to be universally communicated through expression and gesture alone to deliver reassurance and understanding to children all over the world.



To access this film please visit <https://youtu.be/eJ3mOQaA5nE>

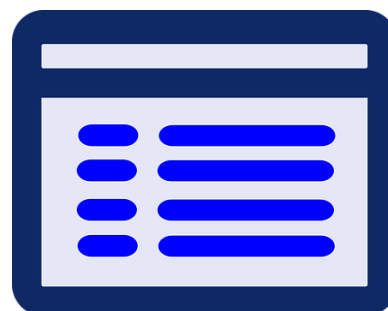
Celebrating Nowruz 21st March 2023



The Afghan celebration of Nowruz takes place on 21st March 2023. Willow Park Primary School are inviting other Afghan pupils to join them at their school as part of this celebration. The school will be offering workshops in the morning and presentations and celebrations in the afternoon. This event takes place **10am -3pm at Willow Park**. Children will need to be accompanied by a member of staff. Please contact Zoë Welsh for more information zoe.welsh@bristol-schools.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 initial deadline has now passed, families should still apply for places. The final date and time for making an application or changes to an existing application for the second round of allocations is midnight on the 11 April 2023.



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 \(bristol.gov.uk\)](#)

International Rescue Committee ‘Healing Classrooms’ FREE Training

The [International Rescue Committee](#) is delighted to offer their free training programme to educators in Bristol.



What is the Healing Classrooms programme?

Crises, conflict and displacement have a direct and profound impact on the physical integrity, well-being and learning ability of refugee children and young people. With the right support, the negative effects of suffering and stress can be reduced and refugee children can heal, grow, learn and thrive.

The [Healing Classrooms](#) approach, based on over 40 years of research, provides you with the resources and support to achieve this. It covers **how to provide safe and supportive learning environments** for refugee students in your

school alongside practical advice and resources on **how to incorporate social-emotional learning and trauma-informed pedagogy** into the curriculum.

To register for this free online training, please click the link below:

Online training sessions

The training consists of **3 online sessions** led by an IRC education specialist who has experience of the English education system as well as having worked with refugees both in this country and abroad. The sessions will provide you with an opportunity to learn about the Healing Classrooms model and to share expertise with other educators.

Each session will last around 1h30min and will take place on **Wednesday 10 May, 17 May and 24 May at 4 pm**. Once you have registered, we will send you a Healing Classrooms educator handbook in the post. You will need this during the sessions.

[Register here](#)

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.



21 - 22 March 2023 (full)

Sign up [here](#)

19 - 20 April 2023

Sign up [here](#)

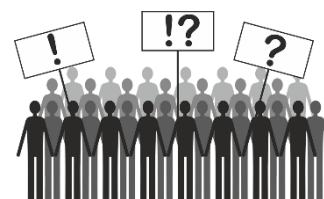
24 - 25 May 2023

Sign up [here](#)

Industrial Action coding - reminder

Recording pupils' attendance

If a school has to restrict attendance by telling some pupils not to attend school on a strike day, the **Y code** should be used for pupils who told not to attend. Pupils who are required to attend should be marked in the normal way. If a pupil is required to attend school on a strike day but does not, then they must be recorded as absent. The Y code does not count towards the pupil or school's absence record.



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



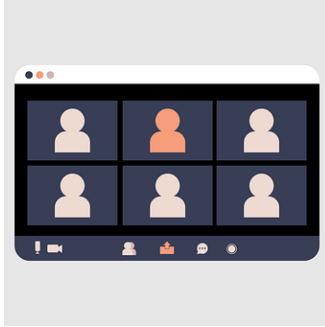
that are sharing data to compare attendance with other schools within their local authority area. Once this is available, you will be able to see the 'compare your attendance tab' in [view your education data](#).

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 [pupil attendance dashboard](#), which is updated fortnightly.

To share daily attendance data and get access to these tools, please [email Wonde](#). If you already use Wonde, please accept the request from us in your Wonde portal.

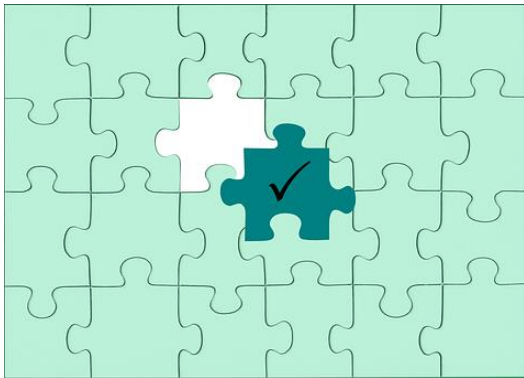
Please note the data trial does not replace any data collection currently in place with the local authority. In addition, the data pack due to be released shortly by the local authority will supplement the information provided through this data trial, not replace it.



Wednesday 22 March 11am to 11:45am: Daily attendance data webinar for schools and local authorities

At this [webinar](#) you can find out more about how to share your attendance data with the DfE and access attendance reports via a digital service.

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*

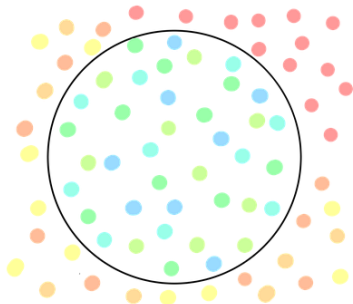
If you manage your own in-year admissions arrangements, and you are unable to offer a place please also complete the Child Missing Education form to notify the local authority of this situation, further details including the notification form are found in the link below:

[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 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

Exclusions Task and Finish Group



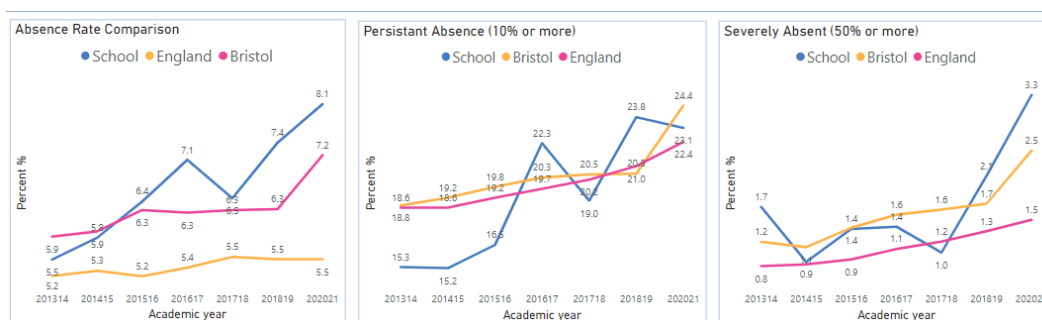
Following a short break, the Exclusions Task and Finish Group is recommencing later on this month. This group is made up of key stakeholders who are interested in understanding the factors that underpin exclusions and suspensions and to explore how we can reduce the number of incidents experienced by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

Dates of the upcoming meetings:

- Tuesday 21st March 23: 1pm – 3pm
- Wednesday 19th April 23: 1pm – 3pm
- 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](#)

School Attendance Network (SAN) Meetings

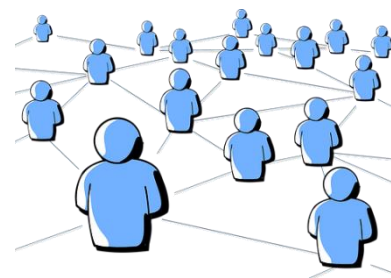
Dates for the upcoming SANS meetings later in the academic year are detailed below:

April/May 2023

Thursday 27th 1-3pm (April)

Wednesday 3rd 12-2pm (May)

Thursday 4th 10-12 (May)



The link is the same for all three April/May meetings is the same

<https://zoom.us/j/97313137055?pwd=a2NxYTJscUdLRtNyTzV2Zms3TjgvZz09>

Meeting ID: 973 1313 7055

Passcode: 248519

We still request that colleagues book via [TWS](#) so we can confirm numbers attending.

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

[Parental Responsibility Measures - Penalty Notice Training for Schools - Free](#)

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

Parental Responsibility Measures - Irregular Attendance Prosecutions – Chargeable £75

An invaluable course designed for schools who prepare their own witness statements for school attendance prosecutions.
Education Welfare Service (EWS)

Tues 16 May 2023 12:30 – 15:00

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

Improving School Attendance – Support for Senior Leaders in Schools and Settings – 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 15 March 2023 13:00 – 15:30

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 4



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:

Term 4

Meeting Type	Locality meeting date	Locality meeting time	Link
ALP	Weds 22.03.23	1.30pm - 3pm	Click here to join the meeting
E&C Secondary	Tues 14.03.23	2.00pm - 3.30pm	Click here to join the meeting
Independent	Fri 17.03.23	10.30am - 12pm	Click here to join the meeting
North Primary	Weds 22.03.23	11am - 12.30pm	Click here to join the meeting
North Secondary	Thurs 23.03.23	10.30am - 12pm	Click here to join the meeting
South Primary	Weds 15.03.23	10.30am - 12pm	Click here to join the meeting
South Secondary	Friday 24.03.23	10.30am - 12pm	Click here to join the meeting
Specialist	Weds 29.03.23	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 [School admissions - bristol.gov.uk](#) 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*20Posters*20Style3.pdf?dl=0_;JSU!!KUxdu5-bFnh!tXwFzcmDHERbgWtRb2pA8DwcBmgLotsygW5zqfJ2I0BBIODVI6bMzatBRpYgZrW3mmJEKB-RIA\\$](https://urldefense.com/v3/_https://www.dropbox.com/s/tytnfep44kc8ar1/Refugee*20Posters*20Style3.pdf?dl=0_;JSU!!KUxdu5-bFnh!tXwFzcmDHERbgWtRb2pA8DwcBmgLotsygW5zqfJ2I0BBIODVI6bMzatBRpYgZrW3mmJEKB-RIA$)

Attendance Toolkit

The image is a screenshot of a web page titled "Attendance Toolkit" for Bristol City Council. The page has a teal header with navigation options like "New", "Page details", and "Analytics". Below the header, there's a main content area with a large image of children and a "Bristol City Council Attendance Toolkit" title. To the right, there's a section for "Upcoming events" with a list of four events: "Attendance Officer's Drop-In Session" on Sep 14, Sep 21, and Sep 28, and "Children Missing Education (Free)" on Sep 22. The page also shows it's a private group with 3 members and was published on 09/09/2021.

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 [Attendance Toolkit - Home \(sharepoint.com\)](#) 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
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	87.68	85.57	83.09				All-through	85.75	All-through	86.84
Specialist	72.06	70.10	72.16				Specialist	71.36	Specialist	72.37
Primary	94.82	94.52	93.41				Primary	94.38	Primary	93.82
Secondary	90.92	90.19	89.53				Secondary	90.34	Secondary	90.27
All	92.45	91.90	90.96				All	91.91	All	91.67

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.