



# Our Attendance Journey

JAMES HAMILTON PRIMARY SCHOOL & SNCN

STEVEN SWAN – HOME LINK WORKER

# Has session 22/23 attendance improved?

Pupil	End September 22 Attendance %	End May 23 Attendance %	% Increase
C	55.56	84.34	28.78
G	60.71	85.54	24.83
E	51.19	68.99	17.8
A	66.67	80.38	13.71
F	57.14	69.11	11.97
B	66.67	77.41	11.74
D	66.67	77.11	10.44

## Sample Data

## Late (Openings) Improvement

## Sample Data

## Overall Attendance % Improvement

Pupil	August - December Late Arrivals	January - May Late Arrivals	Impact
1	38	7	Intervention with parent. Walking bus. Child has not been late since Jan 23
2	21	7	Intervention with parent. Walking bus. Child has not been late since March 23
3	14	3	Intervention with parent. Walking bus. Child has not been late since Jan 23

# Attendance Statistics

## Session 21/22 to Session 22/23

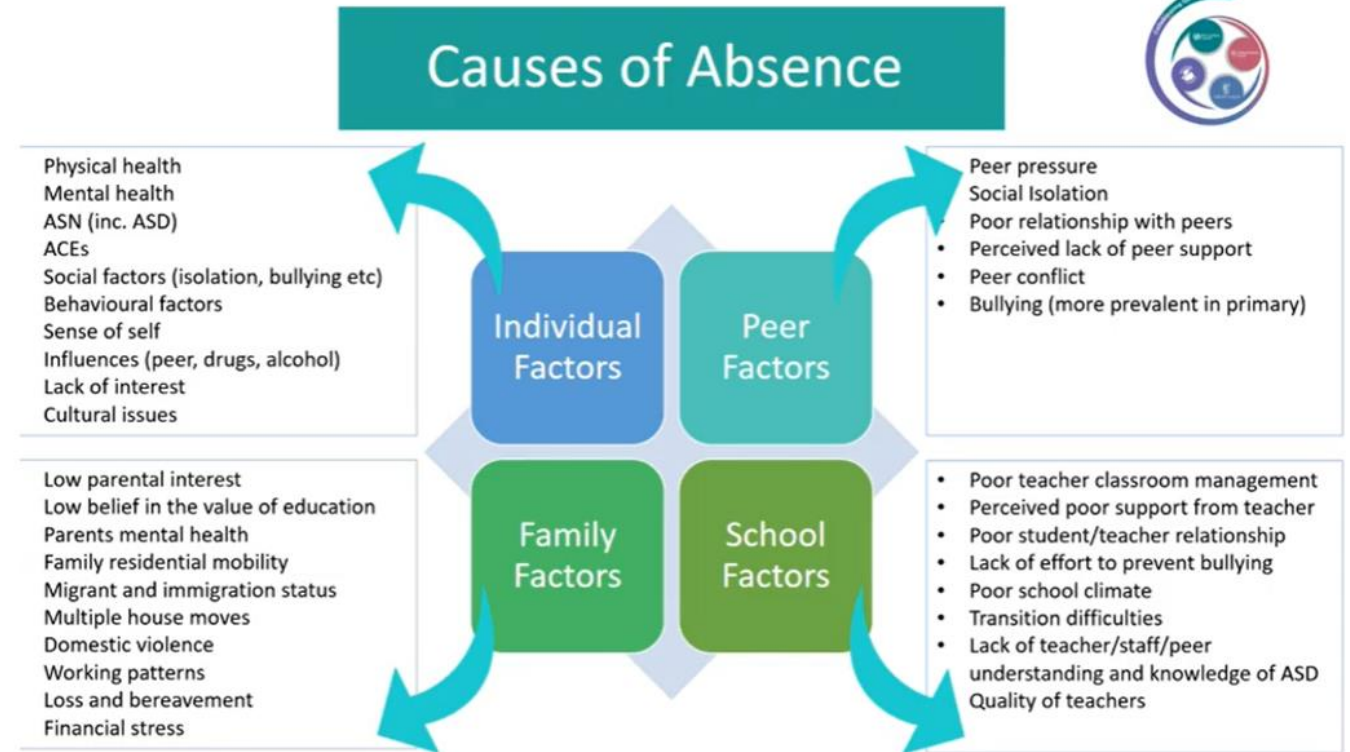
	Session 21/22	Session 22/23	Improvement
Attendance SIMD 1/2	87%	91%	4%
Attendance All Pupils	89%	90%	1%
Unauthorised Absences SIMD 1/2	5%	4%	1% Reduction
Unauthorised Absences SIMD 3/10	4%	4%	Stayed the Same
Excluded Pupils	1%	0%	1% Reduction

Improvement visible  
across whole school  
community.

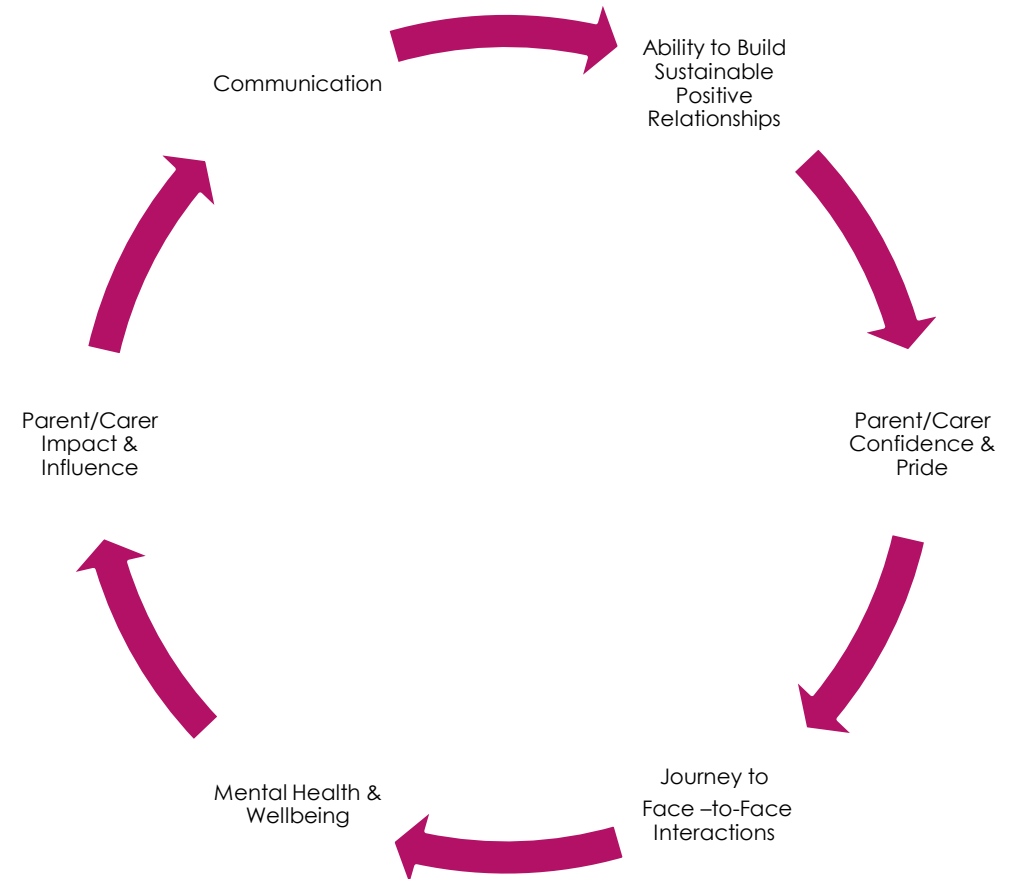
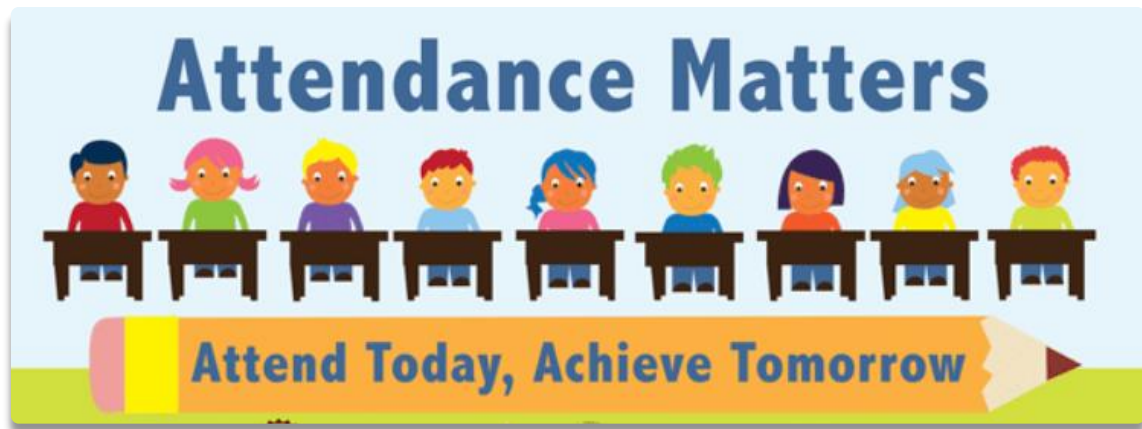
SIMD 1/2 pupils now at  
same unauthorised  
absence rate as SIMD  
3/10 pupils demonstrating  
engagement and  
improvement from  
perceived harder to  
reach families.

# Our Absence/Late Causes

- ▶ Unauthorised Parental Holiday (out with educational holidays)
- ▶ Cost of Living/Financial Opportunity
- ▶ Parent/Carer Physical or Mental Health
- ▶ Child Health (GP/School Nurse Support)
- ▶ Child Health (Intermittent)
- ▶ Parent/Carer Relationship Circumstances
- ▶ Community Circumstances



# COVID-19 Pandemic Concerns



Has attendance decreased more for those impacted by poverty?

SIMD Data Influencing Perceived Need

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graph TD; A[SIMD Data Influencing Perceived Need] --> B[Positive Relationships – Families/HLW/School]; B --> C[Willingness to Accept Support]; C --> D[Data Highlighting Increase in Attendance (SIMD 1/2 Specific)];
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Positive Relationships – Families/HLW/School

Willingness to Accept Support

Data Highlighting Increase in Attendance  
(SIMD 1/2 Specific)

# HLW Attendance Process & Interventions



HLW Monthly Attendance Audit

HLW & HT Audit Review

HLW Phone Calls (Week 1)

HLW Phone Calls & Letters (Week 2)

SLT Communication (Week 3)

Walking Bus

TWTF - Multi-agency Support

Increased Attendance

# Attendance Data Audit & Review

## Sample Data

Class	%	Late	Unauthorised	Actions
5B	0	0	48	Email of new school provided by mum - beth.wilson@simpson.kyschools.us - Simpson Elementary School - SS Emailed 26.09.23
P2/1	41.67	0	26	3 week parental holiday - no action required
4A	50	0	24	Increased attendance following holiday and HLW letter. HLW continue to monitor weekly.
7B	54.17	0	4	Returned to school following sickness - no action required
P2	54.17	2	18	SS HLW & LA DHT completed home visit before September weekend. Gran confirmed return 26.09.23. Still Absent. SS to complete home visit.
7A	58.33	0	0	SS intensive support - meeting family twice weekly - HT aware - detailed info pastoral notes.
7B	58.33	0	18	Fortnight parental holiday - no action required
6A	58.33	0	18	Fortnight parental holiday - no action required
6A	58.33	0	18	Fortnight parental holiday - no action required
P2	58.33	9	2	Health related absence communicated by mum. SS confirmed with HT RFA to School Nurse. SS to complete. Mum informed.
7A	62.5	3	8	Discussion with LA (DHT) - RFA to HLW Laura Gallacher to work with family.
3B	62.5	0	18	Fortnight parental holiday - no action required
P2	62.5	1	10	Letter issued by HT earlier this month. HT completing follow up call regarding attendance.
6A	66.67	0	16	Recent parental holiday - returned following Sept weekend - no action required
7B	66.67	0	16	Fortnight parental holiday - no action required
5A	66.67	0	16	Fortnight parental holiday - no action required
1B	66.67	0	16	Fortnight parental holiday - no action required
3B	66.67	0	16	Recent parental holiday - returned following Sept weekend - no action required



# Attendance Data Tracker 23/24

Class	% Attendance		Aug-23	Sep-23
1A	67.03		61.11	62.5
1A	71.43		88.89	92
1A	82.42		100	100
1B	39.1		72.22	54.17
1B	60.99		72.22	58.33
1B	82.97		88.89	79.17
1B	84.07		94.44	92
2A	71.98		94.44	96
2A	77.47		94.44	92
2B	68.03		83.33	75
2B	73.9		94.44	92
2B	75.27		94.44	96
2B	85.99		83.33	79.17
3A	74.18		88.89	84
3A	74.73		94.44	96
3A	83.52		81.08	68.75
3B	76.92		41.3	50
3B	79.12		94.44	84
4A	72.25		94.44	92
4A	74.18		83.33	79.17

## Impact

- Individual Monitor & Tracking
- Support Need/Intervention Highlighted
- Success & Impact of Intervention Identified
- Ability to Identify Trends

# Sample Letters

- ▶ Friendly, Accessible Language
- ▶ Identify Specific Area of Concern
- ▶ Individual Attendance Summary Data
- ▶ Opportunity of Support
- ▶ Educational Recommendations



## Attendance - We Need Your Help!

1 - P7B

Dear Parent/Carer,

I hope you and your family are safe, well and enjoyed the long weekend.

I wanted to contact you with an update on your child's attendance after noticing 4 days of unauthorised absences on their record:

Current % rate - 88.73%

Authorised Absences - 6

Unauthorised Absences - 26

Late arrivals - 0

Our hope and aim across schools in East Ayrshire is for all young people to maintain an attendance rate of **95% or above** to maximise learning opportunities and experiences, success and overall achievement.

I have enclosed a copy of your child's individual attendance summary. The good news is, any unauthorised absences can be updated if you call our school office and provide the reason for the absence. I would be grateful if you could call us before Friday to confirm these absences to allow us to update your child's record.

We will be closely monitoring attendance in the final term with the aim of children being in school promptly with no unauthorised absences.

Our school is always here to support our community - 01563 558505.

Safe wishes,

Steven Swan  
Home Link Worker



## Attendance - We Need Your Help!

Pupil X - P7A

Dear Parent/Carer,

I hope you and your family are safe, well and enjoyed the long weekend.

Following our school monthly attendance audit, I have met with Mr Swan our Home Link Worker for an update on X attendance:

Current % rate - 58.10%

Authorised Absences - 45

Unauthorised Absences - 74

Late arrivals - 0

I have enclosed a copy of your child's individual attendance summary for your reference.

Our hope and aim across schools in East Ayrshire is for all young people to maintain an attendance rate of **95% or above** to maximise learning opportunities and experiences, success and overall achievement.

I am aware from Mr Swan and Mrs Abercrombie previously scheduled TAC meetings were unfortunately missed, therefore I would like to invite you in for a meeting with me at your earliest convenience.

Please call our school office on 01563 558505 before the end of the week to schedule and I look forward to discussing the supports we have available to increase X's attendance.

Safe wishes,

Lorraine **Doogan**  
Head Teacher



# James Hamilton Primary School and Sgoil na Coille Nuaidh

## JHPS & SnCN SIP

Attendance underpins all aspects of life and learning experiences and outcomes.

Our established positive interventions are embedded in the daily operation of our school.



JHPS & SnCN  
Attendance Policy 23/24



East Ayrshire Council champion a vision where all children and young people have an annual school attendance rate of **95% or above** to maximise life and learning experiences.

At JHPS and SnCN we support this vision by ensuring there are no barriers to attending school and offer Home Link/Walking Bus/Multi-Agency interventions when required, to allow our children to be healthy, happy and here.

#### Reporting Absence

We kindly request parents/carers inform the school of their child's absence **BEFORE 9.15am**. This can be done by calling us on **01563 558505** or using the **Safer Schools App**.

If you do not inform us by this time you will receive an attendance text message requesting you call the school.

#### Authorised Absence

Your child will be noted as having an 'authorised' absence if/when you let us know the reason for their absence.

#### Unauthorised Absence

Your child will be noted as having an 'unauthorised' absence if we do not hear from you and no reason for absence is provided.

This will impact your child's overall attendance % and continued unauthorised absences will lead to communication from Mr Swan (HLW) and Ms Dougan (HT) as we support your child back to school.

Unauthorised absences can be changed on your child's record when you have provided the reason for their absence.

#### Late Arrival

Any child who arrives **AFTER 9.10am** will be marked as late.

Mr Swan (HLW) will contact any families if we note a pattern of late arrivals to support prompt school arrival for your child.

JHPS & SnCN are here for our families and encourage you to contact us if you require any support regarding school attendance – 01563 558005.

# Attendance Policy 23/24



What would make attendance easier to support?

- ▶ HLW Role: Aspirational & Ambitious
- ▶ HLW Best Practice to Shape Role Development
- ▶ Full Time HLW identified for individual schools
- ▶ Shared Positive Practice Across Authority
- ▶ HLW Specialism for Engagement

**RELATIONSHIPS.**



# Focused Attendance Intervention

- ▶ Care Experienced
- ▶ LAAC
- ▶ ASN
- ▶ SEBN
- ▶ Neurodivergent

Education identify and monitor the attendance of young people who may be experiencing one/more of the above factors.

Wrap around family supports are put in place via TWTF meetings and HLW support is offered.

Multi-agency observations and assessments are completed to ensure appropriate person-centred supports.

Relationships remain at the heart of successful intervention and empowered outcomes.



# A Whole School Approach

*be* **HAPPY,**  
*be* **HEALTHY,**  
*be* **HERE!**

Regardless of circumstance, all young people and families at JHPS & SnCN are offered the same attendance support.

Additional support is offered to those living with a barrier to attendance and/or engagement.

Our community are encouraged to see past the HLW/agency title and accept intervention, knowing it is free from judgment and with belief.



Session 22/23 – 1 pupil (Health Related)

Session 23/24 – 0 pupils



# Family Attendance Improvement Opportunities

## Session 22/23

- ▶ Walking Bus
- ▶ 1-2-1 HLW Pupil Check Ins
- ▶ 1-2-1 HLW Parent/Carer Check Ins
- ▶ Whole Family Relationship Modelling Sessions
- ▶ Structure, Consistency & Routine Modelling Sessions
- ▶ De-escalation & Regulation Workshops
- ▶ TWTF Multi-Agency Meetings

## Session 23/24

- ▶ Family Focus Group
- ▶ Increased Community Events & Socialising Opportunities
- ▶ NME CLPL Staff Development

Sometimes, I just  
need someone to  
talk to.

# Impact of HLW Attendance Interventions

Increased pupil  
attendance & attainment

Increase in parent/carer  
communication with the  
school

Increase in parent/carer  
providing the reason for  
previous unauthorised  
absences

Increase parent/carer  
willingness to accept  
support

Increase in overall prompt  
arrival to school,  
maximising learning  
experiences

Positive relationships with  
HLW and families  
established, allowing  
challenging conversations  
to be shared and positive  
outcomes for all

# Case Study - Current P2 Pupil

## Why?

- 39% Attendance Rate
- Average less than 2 days per week in school
- Not on track
- Home Circumstances – Gran Kinship (family arrangement)
- Parent Previous Substance Misuse
- Gran Age/Decreasing Health
- Minimal Relationships & Friendships

## Action

- HLW relationship established with Gran
- Walking Bus Confirmed
- Social Work & Health Support for Gran
- Weekly Check ins Attempted
- Flexibility in Walking Bus Plan following setbacks
- Home Learning Packs Provided
- Attendance Policy Created for Learning Community

## Impact

- 54% Current Attendance Rate
- Gran's Health Barrier to Attendance & Engagement
- Developed positive relationships with family to address concerns for current academic session
- Increased Home Visits
- Increased HEART agency interventions
- Encouraged Creative Thinking

**RELENTLESS  
POSITIVITY**



Reason

Relate

Regulate

Attendance  
Fundamentals