



Attendance Strategy

2025-2026

School Priority Further improve attendance so the gap between school and national average closes.
Ofsted Area for Improvement (2023) Some pupils do not attend school regularly and often.
The school's attendance target is 96%. The Waterton Attendance Policy can be found [here](#).

South Kirkby Academy's Vision

To achieve good attendance by creating a vibrant, inclusive, safe and nurturing school, transforming life chances for children through excellent teaching, learning and opportunity. **We want our children to want to come to school.**

First Day Response

The school's attendance officer Miss Price implements a first day response. School contacts parents before 9:30am if no reason has been given for absence. Miss Price and Mr Potter (Headteacher) meet daily to discuss attendance. Families **must** call between 8 and 8:45am to provide a reason for absence – messages and voicemails are not accepted.



Miss Price & Mrs Sherrard

EWO Support (Education Welfare Officer)

School works closely with the Waterton Academy Trust EWO (Mrs Sherrard) to support families with attendance. Home visits usually take place on day 3 and 5 of absence if a reason has not been given, or sooner by SLT and the attendance officer if we have concerns.

Communication and Transparency

Attendance can be viewed through the My Child at School (MCAS) app and on school reports. Letters are sent to families when attendance becomes a concern – this is a supportive mechanism to ensure school are working closely with parents and carers. Each week, all staff are provided with attendance lists to support children in their classes with attending school.

Attendance Celebrations

While 100% attendance is certainly something to celebrate, we understand that across a school year children are expected to be off for a variety of reasons, namely illness and appointments. We therefore celebrate in the following ways:

Weekly	<ul style="list-style-type: none"> Each week, the class with the highest attendance is announced in assembly and they receive a certificate in praise assembly along with the attendance trophy. They are also able to come to school the following Friday in non-uniform, as shared on our weekly newsletter (SKA Headlines). Children whose attendance is 96% or above for the week will get entered into the Attendance Raffle.
Half-Termly	<ul style="list-style-type: none"> Children whose attendance is 96% or above receive a certificate of recognition and receive a 'Lucky Dip' prize. At the end of the half-term, there will be a raffle to win a £20 Amazon Gift Voucher for the child and their family. This is linked to the weekly Attendance Raffle – the more weeks your child is at school 96% of the time or more, the more chances they will have to win. For example, if their attendance is better than 96% for 7 weeks, they will get entered into the raffle 7 times. At the end of the half-term, the child with the most improved attendance will also receive a £20 Amazon Gift Voucher for them and their family.

Attendance Mentoring

Miss Price and Mrs Matthews (learning mentor) work with children to support and educate around the importance of school attendance. This work has been invaluable at identifying barriers to attendance and has improved attendance of those classed as persistently absent or at risk of becoming persistently absent. If children are at risk of becoming persistently absent, they will be invited to Attendance Mentoring.

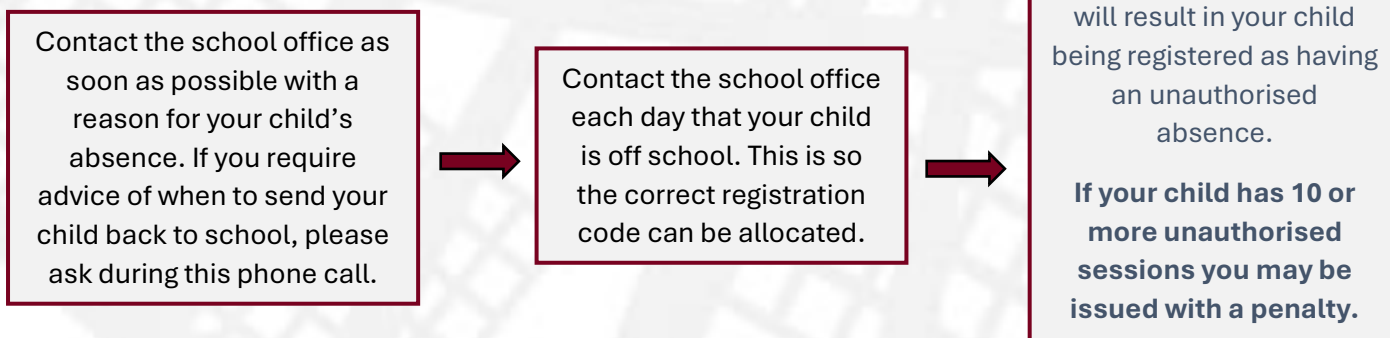
Inclusion & Availability

Miss Price is also a safeguarding team member in school. Attendance is a standing item in all safeguarding and inclusion meetings. She is available to speak to on the playground every morning between 8:50am and 9am.

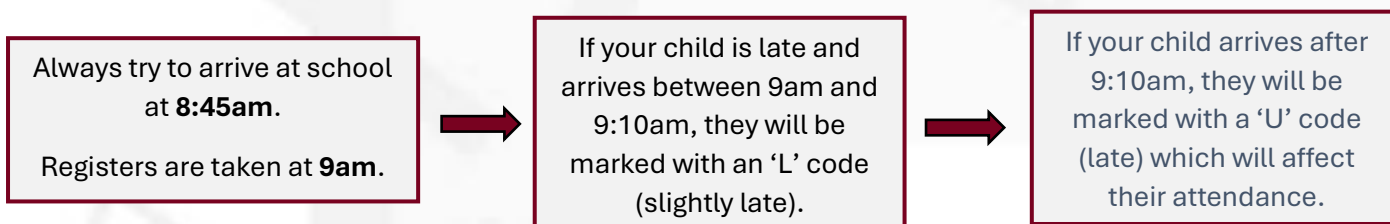
Clarity for All

There are clear flow charts for families to follow under different circumstances which can be viewed on the next page.

If your child is going to be absent from school:



Punctuality:



Medical Evidence:

If your child is absent due to a medical reason or illness, evidence must be provided wherever possible.

If a parent reports their child as ill, school has the right to contact the Business Manager of the child's GP surgery to obtain information in regards to if a child is well enough to attend school. If your GP informs us that your child is well enough to attend school but remains absent, this will be marked as an unauthorised absence.

Term-time holidays:

In the vast majority of circumstances, term-time holidays are not permitted and will not be authorised. More information can be found in the Waterton Attendance Policy.

10 or more unauthorised sessions (5 days) may result in a penalty notice.

A staged approach:

