

# Working in Partnership to Improve Attendance 2024/2025

## Education Welfare



September 2024

# Working in Partnership to Improve School Attendance

**This document outlines how Barnsley LA and the Education Welfare service work with schools, academies and partner agencies in line with statutory guidance Working Together to Improve Attendance 2024 to identify, understand and support children and families who do not attend school regularly. This is to include termly targeted support meetings to ensure that attendance and inclusion is a high priority across the sector.**

## How the LA will work with Schools and Academies

Barnsley has placed attendance and inclusion high on its agenda and believes that all children should be engaged in an education that helps them to thrive and reach their full potential. We see inclusion in education as a positive and protective factor and all agencies working with children are expected to understand the importance of attendance and engagement in education. Where there is a barrier, we will work with you, the child, and the family to ensure attendance and inclusion forms part of the child's support plan. To help you navigate the most appropriate and timely support for families, Barnsley's threshold for intervention can be found [here](#) our early help offer can be found [here](#) and the Access to Education guidance can be found [here](#) These documents will help you identify the needs of the child and the most appropriate support required.

Barnsley Schools Alliance, Education Strategy believes, whatever their background or circumstances, Barnsley children and young people deserve the most positive educational experience to achieve their full potential. The education strategy is underpinned by four core principles.

- To champion world class education opportunities for all children, young people, and families ensuring we meet the needs of vulnerable and disadvantaged groups of children and young people.
- To secure high quality inclusive provision, widen local opportunities and promote equality.
- To continue to strengthen Barnsley's system-wide school led improvement, working closely with key partners.
- To promote, safeguard and improve our children and young people's mental and physical health and wellbeing. Recognising that this ultimately underpins the ability for us to achieve all other priorities.

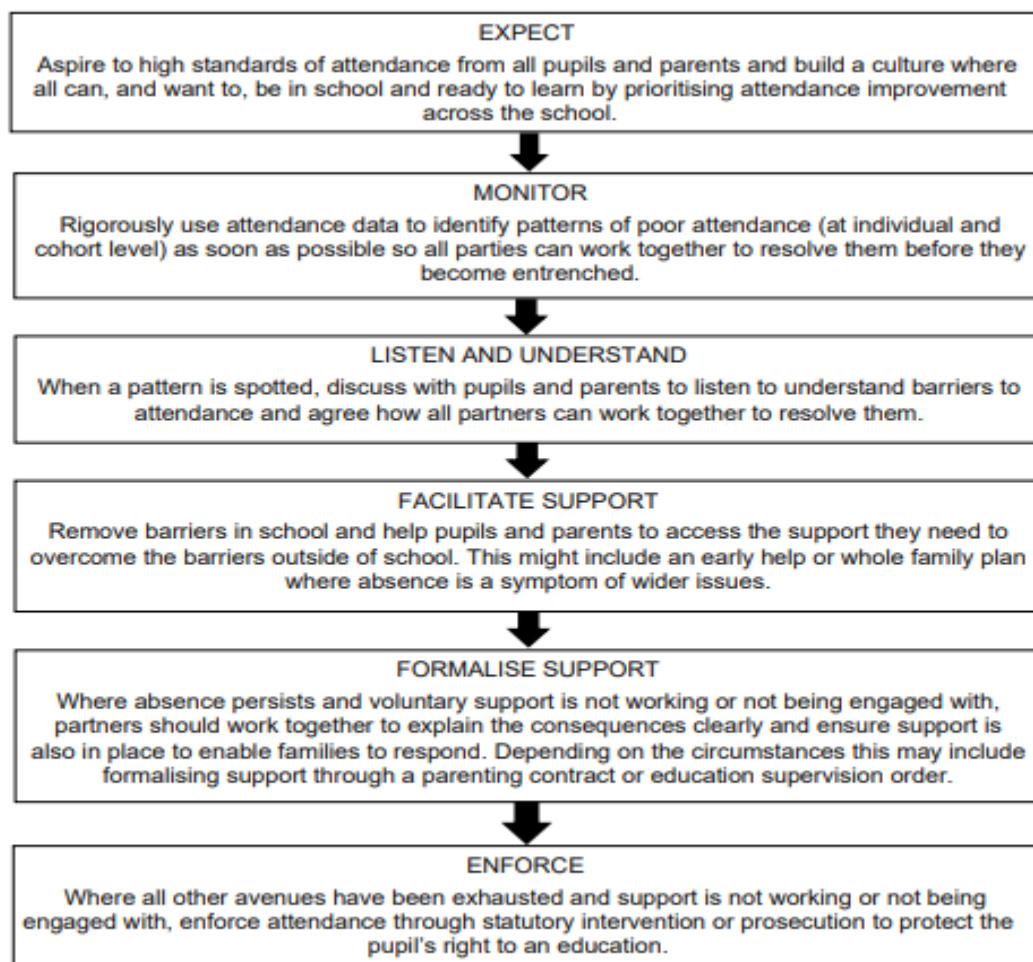
The Education Welfare Service provides half termly attendance and inclusion data to Barnsley Schools Alliance and head teachers to encourage communication and peer challenge, to ensure that schools and academies are providing high quality inclusive provision that safeguards and meets the needs of children and young people.

The Education Welfare Service aims to communicate effectively with schools and academies. Updates on the latest developments can be found through our school hub. Colleagues can sign up [here](#). This page will also link into the [schools hub](#).

## Working together to improve attendance

To understand and resolve the root causes of absence and remove barriers to attendance, schools, partners, and families must work together.

In Barnsley through partnership working, we will:



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Attendance and inclusion is everyone's responsibility, there are specific statutory responsibilities placed on schools and the LA outlined below with links to the LA policy and procedure.

- Implement effective systems and procedures for encouraging regular school attendance, meeting the requirements of Working Together to Improve School Attendance 2024 (DfE). Creating a culture in school where attendance is everyone's responsibility, and all children are encouraged to attend and achieve. DfE guidance and toolkits to support can be found [here](#)

- Monitor attendance regularly and investigate underlying causes of irregular school attendance by speaking with children and parents to capture reasons and facilitate support. These procedures should be clearly specified within the school/academy Attendance Policy. A model school policy can be found [here](#) on the Education Welfare Service Website.
- Comply with statutory regulations in Working Together to Improve Attendance, which includes the need to maintain accurate attendance and admission registers in accordance with *The Education (Pupil Registration - England) Regulations 2024*.
- Work in partnership with the LA and other partners to share data about individual pupils so that together we can ensure that children and families are receiving the appropriate support to engage in education. In Barnsley, the EWS will meet with the Attendance lead for the school or academy at least termly to review the data, provide advice and guidance and implement any actions.

### Responsibilities of schools and academies - Children Missing Education

- Where the school or academy has not been able to confirm the location of the pupil by following their absence procedures, they should no later than the 10<sup>th</sup> school day, follow the *Children Missing Education (CME) policy*. This can be found under useful resources at [www.barnsley.gov.uk/education-welfare-service](http://www.barnsley.gov.uk/education-welfare-service).
- If after jointly making reasonable enquiries with the local authority, the school or academy has failed to ascertain the whereabouts of the pupil and the pupil has been absent for a *minimum of 20 school days*, the school or academy can remove the pupil's name from its admission register, in line with the CME policy. However, confirmation must be obtained by the Education Welfare Service before removing the pupil's name from the school roll. The academy must act in accordance with the *Education Pupil Registration Regulations 2024*.
- School and Academies must inform the EWS when they are about to remove a pupil's name from the admission register under any of the *fifteen grounds listed in the regulations 1 (Annex A)*. This does not apply when a pupil's name is removed from admission register at standard transition points. *Annex A can be found on the Children Missing Education policy (CME)*.
- Schools and Academies must notify the EWS within five days of adding a pupil's name to the admission register and must provide the EWS with all the information held within the admission register about the pupil. *This duty does not apply to pupils who are added to the admission register at the start of the school's youngest year* – for example pupils who are registered at a secondary school at the start of Year 7.

### Responsibilities of schools and academies - Pupils on reduced provision

- Pupils missing out data collection. (Pupils who are on a school roll who are on a reduced provision). Schools and academies must complete the pupils missing out returns on a termly basis and return it to [BusinessImprovement&Intelligence@barnsley.gov.uk](mailto:BusinessImprovement&Intelligence@barnsley.gov.uk) (This is an Ofsted requirement)

- For further information on reduced provision please refer to the access to education guidance. This can be found at [www.barnsley.gov.uk/education-welfare-service](http://www.barnsley.gov.uk/education-welfare-service)

### Responsibilities for schools and academies - Elective Home Education

If a parent chose to remove their child from the school roll and educate their child at home, they should be encouraged to inform the school/academy in writing. Schools and academies must then follow the EHE policy, which can be found [here](#). If the child and family are working with any other services such as Early Help/Childrens Social care or if the child has an EHCP, please inform the allocated worker at the point of notification to [EHE@barnsley.gov.uk](mailto:EHE@barnsley.gov.uk).

### Responsibilities for Suspension and Exclusion

Schools must notify the LA of any suspensions or permanent exclusion, to support the child back into education. The LA has a legal responsibility to provide education on the Sixth day of exclusion. Notifications of suspension and exclusion should be sent to [Exclusions@barnsley.gov.uk](mailto:Exclusions@barnsley.gov.uk). The Access to Education guidance outlines how to support children who are receiving suspensions and provides schools with the statutory guidance and framework to manage suspension and exclusion. This can be found [here](#).

### How will Education Welfare support schools and academies

EWS will drive the attendance and inclusion agenda through Barnsley schools Alliance. They will provide timely local data that is bench marked against national and local indicators and encourage collaboration across the sector to ensure that Every Child is able to attend school everyday.

Education Welfare will ensure that the statutory functions in relation to CME, EHE, pupils on reduced provision and the management of exclusions are fulfilled. The service will meet termly with senior leaders for attendance in each setting. These targeted attendance meetings will focus on the settings current attendance and inclusion data; the systems and process in place within the school/academy to drive the attendance and inclusion. These meetings will also identify pupils who may require more formalised support from the Education Welfare Service, including legal intervention. Records of these meetings will form action plans that will be reviewed termly to ensure that systems to identify and improve attendance and inclusion are effective and meeting the needs of the child. Education Welfare Service will take the findings from these meetings to develop a training offer and utilise opportunities to share good practice through formalised networks Barnsley School Alliance and bulletins, which will be shared with attendance leads via the school hub.



If you wish to discuss the information outlined in this booklet, please contact any of the following team members.

#### Contact details

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