

Alderman Davies CinW Primary School Development Plan

Sept. 2023 - July 2024 (Year 1 of target)



Priority 4	To improve pupil attendance	
Why is this a priority?		Success Criteria – What will success look like?
<p>Our average attendance for 2022-2023 academic year was 89.75%. This was exactly in line with the LA average attendance and represented an increase of 0.6% on the previous year. However, before covid our average attendance was 95.07%. This means that there is a 5.32% drop in the average attendance rate since the pandemic.</p> <p>The attendance rate of our ALN (79.9%) and eFSM (83.7%) pupils in particular is significantly below the NPT average (87.2% and 85.6% respectively). Our boys attendance rates are slightly above the NPT average but our girls' are slightly below.</p> <p>We have 32 children (in Years One to Six) who are currently classed as persistent non-attenders during the 2022-23 academic year (attendance rate of below 80%).</p>		<p>The school will strengthen the process for tackling attendance.</p> <p>Overall attendance will improve to 92%. Attendance of eFSM pupils will increase to 86%. Attendance of pupils with ALN will increase to 82%. The percentage of persistent absentees will fall.</p> <p>Many vulnerable learners will make improved progress. Many vulnerable learners will demonstrate more positive attitudes to school and learning. The school will have a pupil focused reward system in place to reward improved attendance.</p>

Year 3 High Level Targets	
Year 2	<p>Overall attendance will improve to 94% Attendance of eFSM pupils will increase to 88% Attendance of pupils with ALN will increase to 84% The percentage of persistent absentees will fall</p> <p>Most vulnerable learners will make improved progress Most vulnerable learners will demonstrate more positive attitudes to school and learning</p>
Year 3	<p>Overall attendance will improve to 95% Attendance of eFSM pupils will increase to 90% Attendance of pupils with EAL will increase to 86% The percentage of persistent absentees will fall Most vulnerable learners will make improved progress Most vulnerable learners will demonstrate more positive attitudes to school and learning</p>

Milestones - Actions	Lead Person(s)	Start	Finish	Cost
Communication with all stakeholders Initial meeting with EWO - clarify the All Wales Attendance Framework which outlines the statutory guidelines for processes to follow e.g. Letter 1, letter 2, Parental partnership meetings, referral to education welfare service and coding.	Adam Morgan (Acting Headteacher) Tamara Langdon (Acting deputy) Nicola Bryant (EWO)	Sept 23	Sept 23	Nil
Effectively communicate the importance of attendance and the school's systems and processes to pupils, staff, governors and parents.	AM/TL	Sept 23	Ongoing	ADDS session
Ensure coherent communication of the schools systems and clear roles and responsibilities eg Headteacher, class teacher, office staff, EWO	AM	Sept 23	Ongoing	Nil
Ensure clear lines of communication and importance of attendance to parents via newsletter, website, Seesaw messages, parents' evenings, Meet the Teacher and curriculum events.	All staff	Sept 23	Ongoing	Nil
Continue to implement the Local Authority "Traffic Light" system. Termly RAG letters to be sent home to inform parents of pupil attendance and how this is positively or negatively impacting on pupil progress and wellbeing.	AM/TL/VM	Sept 23	Ongoing	Stationary costs approx. £200
Set up PUPIL attendance team responsible for developing actions to improve attendance and communicating key information to their peers and parents.	AM and school council	Jan 24	Ongoing	Nil
Share this SDP target with Governors. Meet with Governor with responsibility for attendance on a regular basis and provide them with the monthly data from Carl Glover. Governor to feedback attendance data to FGB meetings on a termly basis. Attendance Governor to also attend meeting with EWO on a termly basis.	AM/Attendance lead governor	Oct 23	Termly	Governors meeting
Ensure all teachers are aware of their responsibility to raise attendance in their class. Provide teachers with a regular breakdown of attendance for each pupil in their class.	Class teacher	Sept 23	Ongoing	ADDS session
Teachers to promote the importance of good attendance and to discuss attendance matters with pupils.	Class teacher	Sept 23	Ongoing	In class

<p>Target pupils and families HT/Deputy headteacher in collaboration with the EWO to undertake regular analysis of data, to identify:</p> <ul style="list-style-type: none"> Those pupils who are persistent absentees (80% and below) and those with an attendance rate of less than 90% (Red) Those pupils who, whilst not persistent absentees, have an attendance rate below 95% (Amber) Monitor and track the attendance of pupils causing concern on a regular basis. Identify patterns of absence, follow up on issues. Discuss pupils causing concern with EWO and agree on any further action required <p>Discuss pupils causing concern with EWO and agree on any further action required.</p> <p>Continue to implement 1st day response system - text if absence not reported by 9.30 a.m. Follow up with phone call. Consider potential safeguarding concerns.</p> <p>Meet and engage with parents of target pupils to discuss the importance of attendance; to explore barriers; to set attendance target and review progress, on a regular basis.</p> <p>1:1 mentoring meetings for target pupils with attendance below 80%. Set pupil and parent targets.</p> <p>Engage with relevant outside agencies to improve attendance of vulnerable pupils through Persistent Absenteeism Officers with the LA (PAO), social workers, and health visitors.</p> <p>Ensure pupils causing concern are an agenda item in Adds sessions and during transition meetings between schools.</p>	AM/TL/EWO/VM/LM	Sept 23	Ongoing	Office staff time
	AM/TL/EWO	Sept 23	Ongoing	Nil
	VM/LM	Sept 23	Ongoing	Parent pay £720
	AM	Sept 23	Ongoing	Nil
	AM/EWO	Oct 23	Ongoing	Nil
	AM	Sept 23	Ongoing	Nil
	All staff	Sept 23	Ongoing	ADDS/transition meetings
<p>Encouraging strong attendance and reward systems School Council to implement weekly system that rewards each full week of attendance in school.</p> <p>Weekly class certificate to be presented during weekly celebration assembly.</p>	AM/School council Class teacher leading celebration worship	Nov 23	Ongoing	Nil

Information to be given during meet the teacher event and raised again in newsletters through the year.	AM/Office staff/EWO	Oct 23	Ongoing	Nil
Attendance to be mentioned in the meet the teacher events. Consider the inclusion of EWO at parent's evenings.	Class teachers	Sept 23	Ongoing	Nil
Continue use of 'Late Gates' to support punctuality. EWO in partnership with school staff to greet latecomers.	AM/EWO	Nov 23	Ongoing	Nil
Sharing good practice Identify schools similar in context where clearly defined roles and responsibilities result in improving attendance. Identify strategies that have contributed to the strong performance of the schools. Develop use of PASS assessment to identify areas that pupils need to develop to give better attitudes towards school and self and to identify those with low responses towards attitudes towards attendance.	AM/EWO	Sept 23	Ongoing	Nil
	Class teacher	Sept 23	Twice a year	£402.50 £2.50 per pupil Y3-6
Monitoring In collaboration with the Pupil Attendance team and attendance link Governor, undertake regular data analysis to evaluate progress towards achieving this SDP target. <ul style="list-style-type: none"> • Is attendance improving? • Is the percentage of persistent absentees falling? • Is the attendance of targeted pupils improving? • Is the attendance of particular groups of learners such as eFSM improving? 	AM/TL/Linked gov	Sept 23	Once a term	SMT meetings
Ensure monitoring activities include a focus on the progress of pupils with poor attendance.	AM/TL	Sept 23	Ongoing	Nil
Total Cost £1332.50				