

Action	What needs to be done	Who by/Who with	Success Criteria	Time Frame
Raise overall attendance to be above target (96%)	Letters to parents to raise awareness	SAW Team	Attendance to be at least 96%	Jul-22
	Referrals to school nurse	SAW Team		
	Request Medical evidence	SAW Team		
	Analysing Data to identify trends	SAW Team		
	Parental Meetings	SAW Team		
	Home visits/Phone calls	SAW Team		
	Attendance certificates half termly	SAW Team		
Reduce Unauthorised Absence	School Comms Daily TXT message	SAW Team	Unauthorised Absence to be less than 2%	Jul-22
	Home visits/Phone calls	SAW Team		
Reduce Persistent absence	PN Notices	SAW Team	PA to be less than 10% for both Pupil Premium and non Pupil Premium pupils	Jul-22
	Home visits	SAW team		
	Letters to parents	SAW Team		
	Analysis of data and tracking of all cases			
Reduce number of instances of lates	Parental Meetings	SAW Team	Maintain level of lates	Jul-22
	Letters to parents	SAW Team		
	Meet with Parents	SAW Team		