

LEVEL 5 - Any student 80% or less will begin prosecution with EWO.

LEVEL 4 - Any student with 85%-80%. They are now PA. YTL and SLT will mentor these students in the same way as others. Parents contacted and explained risk of EWO involvement.

LEVEL 3 - Any student with 89%-86%. Heads of year will pick up those students who they feel are at risk of reaching 86%. As soon as the students reach 89% the Heads of Year will contact home and arrange a parental meeting to explain the risk. Students will be mentored. EWO involvement will start in this phase where letters and parental meetings will take place explaining risks and consequences.

LEVEL 2 - Tutor. Any student with 94%-90% whole school attendance. Tutors will select 4 students per half term with the lowest attendance on this range and mentor on a personal level. By end of half term if attendance has increased alternative students can be identified. Tutor report set and weekly targets set using the target calculator. Contact parents to inform, update and celebrate. Tutors can end mentoring when targets met and or if another student becomes urgent.

LEVEL 1 - Tutor. Any student with 100%-95% whole school attendance. Students will be mentored by tutors and set weekly targets using the tutor tracker data. Brief informal tutor mentoring to take place on a weekly basis. Celebration and praise is key for these students.

Level 1

100% - 95%

Level 2

94% - 90%

Level 3

89% - 86%

Level 4

85% - 80%

Level 5

80%