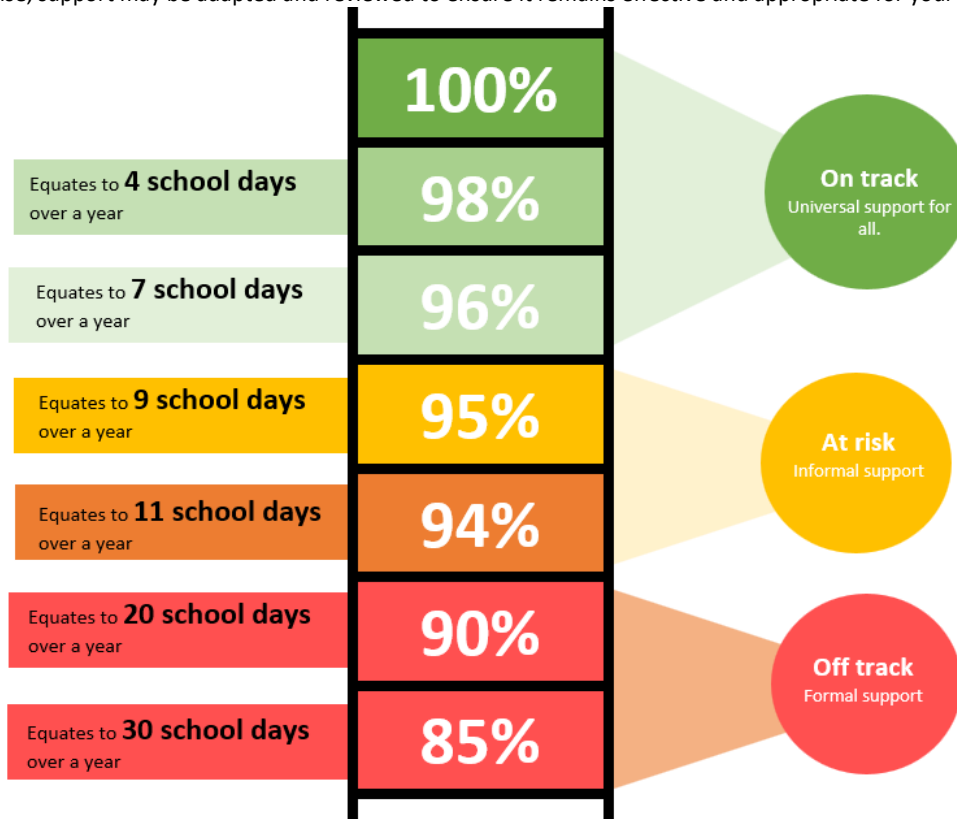




# Attendance Support at The Kite Academy Trust – Family Guide

This document provides examples of what attendance support may look like at different stages. We recognise that every child and family is unique, so the support offered will always be personalised, responsive to individual circumstances, and developed in partnership with you. As needs arise, support may be adapted and reviewed to ensure it remains effective and appropriate for your situation.



### Universal Support – Attendance is good (96% and above)

- Attendance is checked regularly.
- Good attendance is celebrated.

### Informal Support – Stage 1 (Attendance drops below 96%)

Support may include

- You being advised of the concern.
- Attendance being monitored, typically for 6 weeks. If attendance goes back above 96%, monitoring stops.

### Informal Support – Stage 2

Support may include

- You being invited to a meeting to complete an Attendance Assessment.
- Appropriate classroom adjustments, wellbeing support, or rewards.
- A letter being sent to you if medical evidence is needed to authorise absences.
- Attendance being monitored until it has improved.

### Formal Support – Attendance below 90%

Support may include

- You being invited to a meeting to create an Attendance Contract.
- The Local Authority becoming involved for additional support.
- A referral may be made for legal intervention if attendance is not improving.

### Important to know

- We aim to work with families with kindness and understanding.
- Support may move to a formal stage more quickly if needed to protect your child’s education.



## The Kite Academy Trust Attendance Ladder

