

Storyy AP Attendance Policy

Storyy Group is committed to providing effective, high quality experiences to all students and embraces the concept of equal opportunities for all. We provide a safe learning and explorative environment where all students feel valued and welcome.

Many learners who are referred to our provisions have experienced poor levels of attendance in their mainstream school. This could be because of regular absence or because of frequent exclusions or maybe a combination of the two. Learners can have a poor attitude to school and this can affect their level of attendance.

This policy relates to the following legislation:

- Children Act 1989
- Education Act 1996
- Crime and Disorder Act 1998
- Data Protection Act 1998
- Criminal Justice and Courts Services Act 2000
- Education (Student Registration) (England) (Amendment) Regulations 2010
- Education (Student Registration) (England) (Amendment) Regulations 2013
- Education (Penalty Notices) (England) (Amendment) Regulations 2013

The following documentation is also related to this policy:

- The Education (Student Registration) (England) (Amendment) Regulations 2013 [Statutory instruments, 2013, No: 756]
- The Anti-social Behaviour Act 2003

Storyy Group will work inline with schools Attendance policies and report attendance daily. Students attendance at Storyy AP is logged twice a day using our CRM platform, which Schools and Local Authorities can access to monitor students attendance.

Non-Attendance:

We request that any sickness or non-attendance is reported to our managers before 9.00am, this will be recorded and reported to the host school or LA and any safeguarding concerns should be followed up by the responsible school/LA. Where a child is refusing to attend Storyy Group will do their best to support parents/carers in getting the child to attend, the level of this is dependent on staff availability.

Any students who have not arrived for their session, managers will contact parents and schools within 30 minutes after their session start time, to identify why the student is absent. The reason will then be inputted onto our CRM database.

Any child absences will still be billed to the school/LA/Parent at the same rate as staffing will have already been put in place for the entirety of that child's placement.

Staff will:

- Comply with and implement this policy and follow up on any students absence by contacting parents/ carers and schools where applicable.
- Be aware of all other linked policies.
- Set an example of punctuality and good attendance.
- Ensure that registers on CRM are taken at the appropriate times and are accurate and up to date.

'We're creating a world where every young person has a brighter future'

- Be responsible for identifying trends in attendance and punctuality by monitoring sessions and individual attendance patterns.
- Inform the Pastoral Head and DSL of any concerns about attendance.
- Emphasise the importance of punctuality and good attendance with students and parents.
- Encourage children to attend all their provisions, including those outside of Storyy Group.

Parents are responsible for:

- Complying with this policy.
- Ensuring that their children attend sessions and know the importance of good attendance.
- Informing the provision manager or child's school on the first day of absence.
- Informing the provision staff of any changes to their contact details.

Pupils are responsible for:

- Knowing the value of good attendance
- Supporting the Positive Behaviour Policy
- Arriving to their sessions on time

Storyy Group pride themselves on improving children's attendance and encouraging their engagement in all education provisions available to them.

Reviewed by Natalie Lee- 16/08/2024
Next review- 16/08/2025