

Supervision and Training Programme

The Supervision and Training Programme gives dedicated advice and support which aims to provide staff dealing with attendance a greater understanding, knowledge and skills base to improve attendance. Regular supervision will ensure authorised absences are monitored and unauthorised absences are reduced through early detection and intervention.

Delivered by an Attendance Officer and overseen by the School Attendance Team Leader.

- Weekly/fortnightly supervision in school in line with PCC standards, a planned and accountable process that supports, assures and develops the knowledge of an individual, group or team and ensures good practice.
- Case management support - reviewing, advising and supporting staff member/s to work with individual pupils and their families to improve attendance
- Identification of early intervention strategies and the appropriate way forward
- Support and guidance to instigate legal sanctions for irregular attendance
- Support and guidance for leave of absence in term time and the use of penalty notices
- Support and guidance on irregular attendance and the use of penalty notices
- Support to analyse attendance data/strategies in order to target the appropriate interventions
- Access to SAT management support/advice
- Access to SAT systems and relevant partner agencies.

Cost: £90 per supervision

Sessions can be booked on a rolling programme over the academic year

For further details contact:

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