



Early Years Foundation Stage (EYFS) Attendance and Punctuality Statement

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The Constellation Trust EYFS settings are committed to promoting excellent levels of attendance and punctuality, enabling our pupils to take full advantage of the educational opportunities available to them.

1 Aim

To promote good attendance and punctuality in partnership with parents and carers in Early Years, ensuring that good habits are formed early, so that children are school ready.

2 Rationale

Regular Early Years attendance is important for all children as it is only through regular, consistent routines that children build up the secure attachments they need for healthy development.

Research shows that regular attendance in a good quality Early Years setting has a lasting impact on children's social development and intellectual attainment throughout school and later life. Early Years Foundation Stage profile results show a clear correlation between children's attendance and their attainment of the 'good level of development' national standard.

Regular attendance has a positive impact on all aspects of a young child's learning and development. A regular routine supports young children to feel settled and secure. Unsettled children have higher stress levels which, in turn, prevent them from being able to benefit fully from the learning opportunities available.

Once children are five, their attendance in school is statutory and The Constellation Trust have an attendance target of 100%. Children below 90% attendance are regarded as persistent absentees. Establishing good habits of attendance in from the outset, will help to ensure that all children have 100% attendance as they continue into the Reception class (F2).

Positive strategies to encourage 100% attendance include SAM (School Attendance Matters) the Good Attendance Bear, Termly 100% attendance certificates and a weekly top attending class competition.

3 Procedures

3.1 Within the Constellation Trust EYFS settings we promote good attendance and punctuality by:

- Requiring parents to ring the Main Office if they are going to be late or absent, giving the reason for their absence (before 9.00 am if their child attends the morning sessions, by 12 noon if their child attend the afternoon session)
- Ringing parents if we have not heard from them by 9.30 am or 1.30 pm to establish why their child is absent

- Ringing the contact details and emergency contacts provided if we cannot make contact with a parent, to try to establish why the child is absent
- Seeking advice from Children's Social Services if we are concerned about the welfare of a child
- Monitoring children's attendance and consistently following up poor attendance and punctuality

4 Children Missing Education – not of statutory school age

4.1 If a school of a child that is **not** of statutory school age goes missing from education without notice, the school will still act to establish the location of the child and satisfy itself that there are no safeguarding concerns.

4.1.1 If after making reasonable enquires the location of the child cannot be established the school will consider if there is cause to believe the child is at risk of harm. If they believe this to be the case a referral should be made to social care direct.

Refer to Hull City Council protocols (updated July 2020). The Child Missing Education Officer can be contacted for further advice.