

Our Commitment to You

Attendance Team

Across our Trust Central Team, every team makes a commitment to our schools. Here are some of the ways each team supports our schools to make lives better for our children and young people. Below, you can see how the Attendance Team supports our schools.

1. Provide every school with high-quality attendance guidance, resources and frameworks through Central SharePoint, including a Trust-wide Attendance Policy and Attendance Handbook framework.
2. Deliver a graduated "Twin-Track" model of attendance support that enables early identification, prevention and targeted intervention for pupils at risk of absence.
3. Help schools build a positive culture of attendance by promoting whole-school responsibility and providing engaging attendance resources and displays.
4. Equip staff with high-quality attendance training and practical tools, including the use of DfE absence bands to strengthen monitoring and consistency.
5. Support and challenge school leaders to analyse attendance effectively at whole-school, group and individual pupil level through robust reporting and monitoring systems.
6. Provide timely advice and guidance on targeted interventions for pupils whose attendance causes concern.
7. Work alongside schools during parent and pupil attendance meetings to strengthen engagement, relationships and outcomes.
8. Provide clear and consistent attendance communication templates to support schools in working effectively with families.
9. Support schools with local authority attendance processes, documentation and compliance requirements.
10. Visit schools regularly to provide tailored attendance support, conduct audits, analyse trends and strengthen governance reporting.



Jo Davies
Trust Attendance Lead

