

Accessible Education Provision for Neurodivergent Children
through graduated interventions and academic support.



*An organisation that aims to improve every child's life
by being closer to nature,
providing equality in learning
and promoting well-being*

ATTENDANCE POLICY FOR RAW LEARNING

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1. Introduction

Raw Learning's Attendance Policy is written in line with our Safeguarding Children Policy.

All children have the right to access education every day of the school year as this enables them to participate in and achieve everything that their school community offers. Excellent school attendance leads to positive life outcomes. There is a legal duty on all parents/carers to ensure that their children have regular school attendance and that they arrive punctually. It is an offence in law to permit absence without a good reason and could result in prosecution.

At Raw Learning, pupils may have been referred to us due to low self-esteem, trauma, school exclusion or school refusal. We do not want to exacerbate this known behaviour and therefore our approach will be more flexible, demonstrating our understanding and empathy, but also developing the individual's resilience and well-being to support school attendance.

We have a statutory responsibility to ensure that the children registered with us are safe by registering their daily attendance and monitoring their physical and emotional well-being while they are with us. As part of these safeguarding duties, we monitor the attendance of the children on our registers, and if we have any concerns about the unexplained or erratic absence of a child, we are required to alert the appropriate agency.

2. Aims and Objectives

Raw Learning aims to work in partnership with the parents/carers of the children on our register to make sure that each child receives a consistent level of high-quality education in a caring, supportive environment where each child's individual needs are addressed.

3. Procedures

This policy sets out the procedures to be followed in the event that a child is absent from Raw Learning:

- It is the responsibility of the parent/carer to notify the Forest School Leader by phone, text message or e-mail if their child will be absent from Raw Learning giving the reason for the absence, e.g. illness, before the start of their session. The parent/carer must contact the provision on subsequent days if their child continues to be absent. Ideally 24 hours' notice of absence would be appreciated. This can be done via email to info@rawlearning.co.uk or a phone call to the Forest School Leader, Nicola, **on 07506 853613** or Dawn **on 07866 702080**.
- If the administrator/Forest School Leader has not received a phone call, text message or e-mail regarding a child's absence, a facilitator will contact the parent/carer by phone as a courtesy to check that all is well. If a situation arises where we cannot reach a parent/carer, then we will continue to try all the contact numbers we have been given. As a last resort, a text message will be sent.
- We will monitor the pattern of absences as part of our safeguarding duties. This may result in a meeting with the parent/carer to discuss how the provision can provide support to encourage more consistent attendance.

- Continued/repeated absences may be a cause for concern and may require us, under our Safeguarding duties, to contact our Local Authority who may refer to the Designated Officer (LADO) through the local safeguarding children's board.

This policy was adopted by	Raw Learning
On	1 st August 2024
Date to be reviewed	1 st August 2025
Signed on behalf of the provider	<i>Rachel King</i>
Name of signatory	Rachel King
Role of signatory	Director