



# Bearwood Primary and Nursery School Addendum Attendance



## **Addendum Attendance Policy (Response to COVID-19) January 2021**

It is important we monitor children's attendance both to check which pupils are / are not accessing their learning (and to identify families who may need additional support with this) and **in order to fulfil our Safeguarding responsibilities.**

### **Morning Register**

Teachers will register their classes each morning between 9-9:30 using the following codes:

/ Present (In the classroom)

B Present (Logged in virtually via Zoom or similar)

? Absent

If a child is not present each day, either on live learning sessions or onsite, parents are required to report their child as absent by contacting the school office.

The school will telephone any parent whose child is absent either school or from live teaching (for whom a message has not been received). Where necessary, the school will attempt to resolve any issues that have prevented attendance eg; lack of ICT equipment etc

In the event of failed telephone contact the school will attempt further contact by telephone / text message / email / App, followed by using the Emergency Contact for the child in an attempt to establish contact. If all attempts are unsuccessful office staff will alert Mrs Bennet and Mrs Wall to carry out a potential welfare check.

In order to fulfil our Safeguarding and educational responsibilities, teachers will complete a register of children who have completed the learning set via online platforms such as purple mash and seesaw.

Where children are consistently failing to engage with learning, (absent more than twice), the school will contact parents to see how we are best able to support.