



**St Margaret Mary's Catholic Junior School**

Loving, learning, growing together with Jesus

**Attendance Escalation Procedure**

**2023-2024**

**PROSECUTION**

**REFERRED TO COURT**

**STATUTORY INVOLVEMENT**

**MEETINGS WITH EWS**

**STATUTORY INVOLVEMENT**

(Home Visits by EWS)

**EHAT/Other Agency Involvement**

Week 3- Escalate

Week 2- Monitor

Week 1-Monitor

**TAC**

Week 3- Escalate

Week 2- Monitor

Week 1-Monitor

**PENALTY NOTICE**

(Fine)

**PENALTY NOTICE**

(Warning Letter)

**DECLINING PA**

(Letter)

**PA LETTER**

(For children who have just gone into PA)

**PHONE CALL**

**PA NO ACTION**

(Pupils with Extenuating Circumstances eg.

Hospital Admittance/Diagnosed Long Term Condition)

**IMPROVING PA (monitor)**

**NO LONGER PA**

