

### **What is a Parent Contract Meeting and what is it for?**

It is a meeting of those involved with your child's school attendance. It will consider why attendance is so low and set targets to effect an improvement.

#### **Why have I received this leaflet?**

Because your child's school attendance has fallen below 80% over the last 10 weeks- the same as missing one day in five. Over the course of a child's education, this would mean missing about 3 year's education.



### **Who will be at the meeting?**

You, our Family Support Worker (Mrs Marsh) and a senior member of staff from school. Occasionally a Social Worker or other professional who knows you may attend.

#### **What will happen?**

You and your child will be encouraged to explain why the school attendance is so poor. Be honest – the meeting aims to find solutions and to avoid any Court Action by working together.

#### **How will I know what is agreed?**

You will be asked to sign a written Parenting Contract, stating what action is to be taken, who is to do what and when. You will receive a copy of the agreement which will include a date, in 10 school weeks, at which attendance will be reviewed.

### **Actions you are advised to take.**

Check with the school on a regular basis that your child is attending full time. Request that the school put your child on attendance report. If your child is failing to attend school, take your child to school each morning; hand your child over to a designated member of staff and get written evidence that you have done this.

**You will have one less problem if child attends school regularly.**

## **How many meetings will I have to attend?**

One Parent Contract Meeting followed by a review. If attendance targets are not met and there is reason to believe that an offence has been committed, you may be asked questions under a formal caution at a second meeting.

### **Remember -**

From the date of the first meeting all absences will be considered unauthorised unless a medical certificate or other supporting evidence is provided and agreed by the Principal.

### **Who is here to help?**

#### **School based support:**

Mrs Marsh  
Family Support Worker

**If you have any concerns about your child's attendance, please come in and talk to us.**

### **Whatever problems you and your child may face:**

- Family relationships
- School problems
- Financial problems
- Control problems
- Drugs / alcohol misuse

**NB. If you take your child to school and she/he does not register and attend lessons, you are still responsible for your child's irregular attendance at school.**

# Parent Contract Meetings



**SUNNYSIDE  
PRIMARY ACADEMY**

## **Advice for Parent/Carers**

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