

Callio Coordinators (CC): Vale of Glamorgan Attendance Strategy

Operating Model

Key Strategic Principles:

Our overriding aim is to work in partnership with schools in locality based clusters, to bring about a step-change in attendance, in our secondary schools in the first instance and as a priority.

We want to encourage an innovative, enterprising and pro-active approach to absence reduction, coupled with the promotion of high levels of pupil wellbeing across the Authority.

We want to encourage and promote innovative practice that is successful and review and spread best practice as we go forward together.

Key Operational Procedures:

1. The Callio Coordinator will work in partnership with the school and with the named senior member of staff (the Callio Champion) in particular, to systematically reduce the number of pupils in each attendance category, as outlined in the 'Attendance Profile' for the school.
2. The Attendance Profile will be an important point of reference and guiding feature to direct the focus and intensity of the CCs work with the school.
3. The Attendance Profile will be produced for every school, every half term, by the Data Team in the Vale.
4. The CC and the C Champion will agree the focus of the absence reduction work to be done, in each attendance category, in each term.
5. The overarching strategy, to inform thinking, will be to reduce absence and increase attendance in the higher attendance categories, as a priority in the first instance. This is because we want to reflect, and have at the heart of our work, a 'quick-win' approach to absence reduction. Our existing EWS are focussing their attention on pupils with attendance below 80%.
6. The LA wants to work with schools to implement a 'pincer effect' across the LA i.e. EWS working with pupils below 80% and schools and CCs working with pupils greater than 80%.
7. This means that, strategically, we are intent on focussing the work of the EWS on increasing attendance for pupils with current attendance below 80%, whilst at the same time, increasing the focus of work on reducing absence of pupils with current attendance in the immediate categories below 97%

8. The thinking underpinning this strategy is that:
- We need to prioritise our approach to absence reduction
 - We want to bring about a rapid 'step-change' in attendance
 - Evidence suggests that early intervention strategies, for pupils with current attendance greater than 95% are extremely effective
 - Equally, early intervention strategies for pupils with current attendance between 90% and 95% are also highly effective
 - We want the T and F Group to have some time to devise common and agreed escalation techniques for pupils with attendance between 80% and 90%
 - We want to ensure that our EWS are suitably focussed on attendance increase for pupils below 80% and have the capacity to bring about a step-change in these figures
 - We want to bring some clarity to the roles and responsibilities of all involved in absence reduction in the LA
9. The CC will conduct half termly reviews with schools to evaluate the extent of absence reduction, in each category, as outlined in the Attendance Profile.
10. The CCs will meet on a half termly basis with the LA Lead Officer for Attendance.

The School Callio Champion will work in partnership with the Callio Coordinator to:

- i) ensure sufficient time is available to meet with the CC;
- ii) devise the focus of work for the forthcoming half term;
- iii) evaluate the extent of absence reduction required in the focussed category i.e. set targets for the half term;
- iv) clarify the precise nature of the escalation technique to be used to reduce absence in the focussed category;
- v) share what is working well in other locality clusters;
- vi) signpost to other support agencies, as appropriate i.e. Putting Families First, Behaviour Support Team, Safeguarding Team, Education Psychology Team, Social Services, Health, School Counsellor

The Local Authority will provide the Attendance Profile for the school on a half termly basis.

The Lead Officer for Attendance will work closely with the Senior EWO to:

- i) maintain effective oversight of both the EWS and the team of CC working in schools;
- ii) meet half termly with all CCs to evaluate the extent of progress in individual schools and in identified focussed attendance categories greater than 80%

- iii) meet half termly with current EWS to evaluate the extent of progress in individual schools and in identified focussed attendance categories less than 80%
- iv) produce and deliver half termly monitoring reports, covering all attendance categories, to the Lead Officer for Inclusion based on individual school absence reduction data and performance over time;
- v) produce reports which contain benchmarked comparative information and evaluative statements regarding the extent of progress towards meeting our annual absence reduction targets;
- vi) ensure that CCs and EWOs are suitably supported in their work, professionally developed and jointly performance managed with the school, where appropriate (T and F task to follow);
- vii) provide signposting advice and guidance to CCs and EWOs;
- viii) follow and support all safeguarding policy and practice at all times and alert the Lead Officer for Inclusion immediately as appropriate;
- ix) maintain effective oversight of all attendance data, for all schools.

Employment obligations:

The school will be the employer of the Callio Coordinator. The LA states that the devolvement of Callio funding for the purposes aforementioned, will be reviewed annually. Funding can not be guaranteed from one year to the next. For these reasons, the LA can not support full –time permanent contracts for CCs. Term-time, temporary annual contracts only will be supported