

Child Attendance and Absence

EYFS: 3.80

As part of our requirements under the statutory framework and guidance documents we are required to monitor children's attendance patterns to ensure they are consistent and no cause for concern. We follow up any absences in a timely manner.

If a child is absent for a prolonged period of time, or if a child is absent without notification from the parent/s or carer, attempts must be made to contact the child's parents and/or carers and alternative emergency contacts. We take into consideration patterns and trends in a child's absence and their personal circumstances and use our professional judgement when deciding if the child's absence is prolonged. We give consideration to the child's vulnerability, parent/s or carer/s vulnerability and their home life. We report any concerns to local children's social services and/or a police welfare check will be requested.

We ask parents to report their child's absence via the EY Parent App and to state whether the child is sick or on holiday. There is a 'notes section' where the parents are encouraged to give a brief outline of the reason behind their child's absence.

We ask parents to inform the nursery prior to their children taking holidays or days off, and all incidents of sickness should be reported to the nursery the same day via the EY Parent App so the nursery management are able to account for a child's absence. This should not stop parents taking precious time with their children, by keeping us informed parents can help us to meet our statutory requirements and let us know that the children are safe.

If a child has not arrived at nursery by 10:30am, the parents will be called to ensure the child is safe and healthy. If the parents are not contactable then the emergency contacts numbers listed will be used to ensure safeguarding. Staff will work their way down the emergency contact list until contact is established and we are made aware that all is well with the child and family. It is a parent's responsibility to keep their emergency contact details updated. If contact cannot be established then we would assess if it would be appropriate to contact relevant authorities in order for them to investigate further.

Where a child is part of a child protection plan, or during a referral process, any absences will immediately be reported to the local authority children's social care team to ensure the child remains safe and well.

Whilst there is no legal requirement for children to attend a setting before the term after their fifth birthday, we understand the importance of good attendance at our setting as a protective factor and also to support the development and wellbeing of our children. Repeated and unexplained absence from the setting can be a concern for a number of reasons:

- it is a potential indicator of abuse or neglect
- it can significantly impact on a child's progress and / or wellbeing

We also have procedures to follow up on absence from our setting and may work with other relevant agencies where it is appropriate to do so, or where we have concerns about a child.