

CYPPC Child Protection Directory

Roles & Responsibilities

Attendance Management Group

The Attendance Management Group is a centrally based multi-disciplinary group convened by the Education Department to address cases of non-attendance where they are deemed to have moved beyond all resources which can be accessed by the school.

The Attendance Management Group comprises three members and is chaired by a Senior Officer of the Education Department - usually the Department's Attendance Coordinator - and has representatives drawn from the Leisure and Communities Department, Education, Corporate Planning, School Health Service and Housing. Referrals are generally received from Attendance Review Groups and are supported by full reports which describe the detail of resources and strategies already applied.

In recognition of the key statutory responsibility of parents to ensure a child is educated, the Attendance Management Group requires the attendance of parents/carers to explain their child's absence from school where that absence has become chronic and without adequate explanation. If it is deemed to be appropriate the child will also be asked to attend. It is also of paramount importance that a representative from the school attends to speak to the report submitted by the school for the Attendance Management Group meeting.

Disposals available to the Attendance Management Group include the following.

- Remind parents of a their legal requirement to secure their child's education and set a date to review progress
- Defer a disposal pending further investigation of expressed parental difficulty
- Referral to relevant Joint Action Team to facilitate appropriate support
- Referral to the Options Group
- Referral to the Children's Reporter (undertaken by the school)
- Refer to the Director of Education (or nominee) with a recommendation that the parent/carer be prosecuted