

ATTENDANCE ADVICE

Toolkit for Parents



Build Positive Morning Routines

- 1
 - Encourage consistent bedtimes and wake-up times - even on weekends.
 - Involve your child in preparing clothes, school items, and lunch the night before to reduce morning stress.
 - Keep mornings calm and encouraging, not rushed or tense.

Emphasise the Importance of Attendance

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 - Talk openly about why going to school every day matters - learning, friendships, and preparing for future goals.
 - Link attendance to real-world outcomes like college, apprenticeships, or job opportunities.
 - Celebrate good attendance with recognition or praise. Do not use "days off" as rewards.

Communicate Openly with the School

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 - Let teachers or the attendance office know early if your child is unwell or struggling.
 - Contact school staff if they are anxious, being bullied, or having academic or social difficulties.

Support Health and Well-being

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 - Schedule medical and dental appointments outside school hours when possible.
 - Encourage good sleep, nutrition, and physical activity to boost energy and focus.
 - For ongoing health issues, collaborate with the school nursing or pastoral team for support.

Address Emotional or Social Barriers

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 - Listen without judgment - "I don't want to go" often hides anxiety, stress, or friendship worries.
 - Help your teen practice coping strategies like deep breathing, journaling or talking to a trusted adult.
 - Encourage participation in clubs, sports, or activities to strengthen their sense of belonging.



Plan for Reliable Transportation

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- Have a backup plan if transport falls through - carpooling, walking groups, or public transport routes.
 - If transport is a regular challenge, inform the school - we may have resources or advice.
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Set Clear Expectations

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- Make it clear that attending school is a shared family priority and part of your child's responsibility.
 - Discuss the consequences of absences calmly and consistently.
 - Reinforce that being on time and present shows maturity and respect for their own education.
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Model Good Habits

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- Demonstrate reliability - show up for your own commitments even when it's hard.
 - Speak positively about learning and education.
 - Show resilience in handling challenges - your attitude sets a powerful example.
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Seek Support Early

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- If absences start to increase, contact the school right away.
 - We can offer mentoring, counselling, or practical support before problems grow.
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Celebrate Progress

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- Recognise improvements, even small ones — fewer late arrivals or more consistent attendance.
- Celebrate milestones and remind your child that their effort matters.

