

Parental Responsibility Measures - Attendance **Data Collection – PRM-A 2024**

Notes of Guidance

This questionnaire covers the school year from **1st September 2023** to **31st August 2024** (inclusive).

Attendance Case Management

Question 1: Total number of cases entering attendance case management during the period

This is the number of pupils where the school has implemented any attendance casework from September 2023 to August 2024 in relation to their absences from school. This includes, referrals to the Pupil Attendance Support Team (primary phase only), attendance panels, inviting parents into school, sending attendance warning letters to parents or any other school attendance procedures. Do not include PN2 requests in these figures if a PN2 is the only attendance related involvement with a pupil.

Question 2: Total number of attendance case management cases ceased before prosecution during the period

This is the number of pupils where the school has implemented any attendance casework from September 2023 to August 2024 and subsequently closed this action during the same period and the case was not prosecuted. This figure should then be broken down further in questions 2 (a) and 2 (b).

Question 2(a): Total number of attendance case management cases that ceased before prosecution due to an improvement in attendance during the period

This is the number of pupils where the school has implemented any attendance casework from September 2023 to August 2024 and subsequently closed this action because the pupil's attendance improved.

Question 2 (b): Total number of attendance case management cases that ceased due to any other reason during the period

This is the number of pupils where the school has implemented any attendance casework from September 2023 to August 2024 and subsequently closed this action because of any reason other than improved attendance (e.g. pupil left the school, moved onto EHE etc). This figure should be broken down further in 2(b)i

Question 2(b) (i): Of the cases ceased in question 2(b), the specific reasons that the case(s) ceased

Give details for each case ceased in a list.

IMPORTANT: The answer to 2 (a) and 2 (b) added together should equal the same number as the figure given in question 2.

Parenting Contracts

Question 3 Number of parenting contracts offered during the period

This should include the total number of parenting contracts offered by the school from September 2023 to August 2024. However it should only include cases where a parent has formally been offered a parenting contract in a face to face meeting.

Question 3 (a) Number of parenting contracts accepted during the period

This should include the total number of parenting contracts formally offered by the school from September 2023 to August 2024 in a face to face meeting that were accepted by the parent.