



Attendance Supplementary Information Document 2025/26 Term 6



This document provides supplementary attendance information, including key standing items and reminders. It is designed to support and enhance the termly attendance newsletter by offering additional context, information and ongoing guidance.

For further information and back copies, please refer to our webpages [Attendance and Education Welfare Service](#) and the [Bristol City Council Attendance Toolkit Attendance Toolkit - Home](#)

RISE attendance and behaviour hubs programme



Information for school leaders about the RISE attendance and behaviour hubs programme, its benefits and support, and how to join.

[RISE attendance and behaviour hubs programme - GOV.UK](#)

The support schools receive

Regional support

This pathway is for the majority of schools that want light-touch support to help them make changes to their practice. Schools will have access to:

- a structured attendance and behaviour CPD offer
- opportunities to visit the allocated lead school as part of termly open-day events
- opportunities to discuss and share effective practice with other schools in their hub

Enhanced support

This pathway is aimed at schools that want and need more concerted support to improve their school's attendance and behaviour.

Eligible partner schools will receive 10 days of leadership support over 3 terms from their allocated lead school. This support will be aimed at helping the school:

- understand its attendance and behaviour strengths
- identify areas for development
- develop and implement an improvement plan

How to join the programme

To join the RISE attendance and behaviour hubs programme and receive support, register your interest using our [online form](#).

The [attendance and behaviour hubs: guidance for partner schools](#) has information on what's expected from partner schools in the programme and how they will benefit from it.

Check the [RISE attendance and behaviour hubs page](#) for a list of schools in each region.

View Your Own Education Data (VYED) and Similar Schools Reports



- The View Your Education Data (VYED) service provides analytical insights to support business intelligence and better decision making with attendance.
- Your school needs to have routines in place to regularly log-in and view & review the reports in VYED.
- These reports help you to track and monitor attendance.
- You will need a DfE Sign-in account to access this service. Get help to [create a DfE Sign-in account and access this service](#).
- There is no limit to the number of log-ins per school etc...
- It's not currently available to Independent Schools...

How to access your reports:

You can access their reports by:

1. Logging in to View your education data (VYED) using their DfE Sign-in credentials
2. Selecting 'Monitor your school attendance'
3. Selecting 'Similar schools comparison reports'
4. Selecting 'Your similar schools comparison reports'

- If schools do not have access, you can [Access your school attendance data - GOV.UK](#)

Similar Schools Comparison Reports

What the reports show

- Each report compares a school's attendance to around 20 schools with similar characteristics, such as free school meal eligibility, special educational needs support and per-pupil funding.
- The most recent reports available are up to the February half-term, and includes each school's indicative Attendance Baseline Improvement Expectation (ABIE) for the 2025 to 2026 academic year. Schools can track their overall attendance against their ABIE throughout the year. You have access to your schools' ABIEs to support conversations about attendance improvement.

Schools can see:

- Which schools like theirs are high performers in key attendance areas their ABIE – the indicative minimum expected improvement for that school this year:
- week-by-week absence trends compared to similar schools
- specific areas where they're doing well
- areas to focus on
- how different pupil groups are performing

Why this matters

- These reports help schools:
 1. identify practical strategies from schools in similar circumstances
 2. understand their attendance baseline improvement expectation (ABIE) - the minimum expected improvement tailored to that school
 3. track their progress against helpful benchmarks throughout the year

4. meet some requirements in the working together to improve school attendance guidance [Working together to improve school attendance - GOV.UK](#)
5. Have informed conversations with governors and leadership teams

New reports are published each half term and full term. The next report is available now.

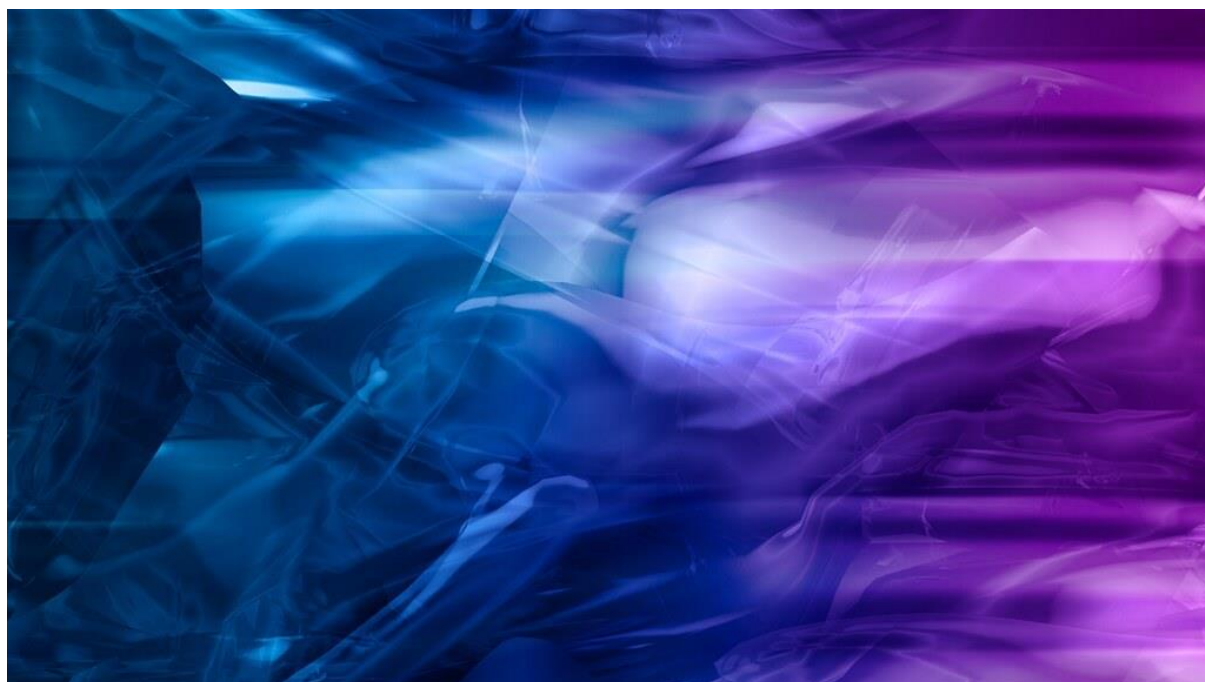
Learn more: Schools can watch a previous webinar from the DfE to understand how to use the reports, including how to work with their ABIE and connect with similar schools. The link is here: [Similar schools report](#)

Bristol's Peer to Peer Attendance Reviews



- On Thursday 15th January, representatives from approx. 40 Bristol schools and settings spent the morning together to launch the Bristol attendance peer review initiative which is part of the Bristol Future Attendance workstream.
- The programme will take place throughout terms 3 to 6 of this academic year and focuses on a collaborative approach to sharing, reviewing and further developing attendance practice at school level.
- The process is built on the self-assessment progress cycle and the development of an attendance action plan for host settings.
- If your school would like to participate please contact: Tracey Pells
tpells@futuralearning.co.uk

Our attendance partnership - example of communication to parents



Attendance Partnership - *With thanks to Headteacher Richard Uffendell at Ashton Park school for working in partnership and sharing this template*

Dear Parents and Carers,

Working Together: Why Your Support with Attendance Matters More Than Ever

I'm writing to you today as your Headteacher, but also as someone who genuinely cares about our school community. Every day, I see the incredible things our students achieve, and I'm constantly inspired by the dedication of our staff and families. Thank you for being part of the *INSERT SCHOOL NAME* family.

I need to share something important with you, and I'm asking for your help.

Why Attendance Matters Right Now

Our school's attendance is currently below the national average. While I know there are often genuine reasons why students miss school, this puts us in a difficult position with Ofsted inspections.

Under the new Ofsted framework, attendance is one of the key measures inspectors look at. If our attendance remains below the national average, Ofsted will likely grade us as 'needs attention' in this area – even though the quality of education we provide remains effective.

This is where we need you.

What's Changed with Ofsted?

Ofsted recently changed how they inspect schools. Instead of one overall grade, they now use a 'Report Card' with separate grades for different areas, including attendance and behaviour.

The bar has been set higher than before. Schools that would previously have been graded 'good' may now receive 'needs attention' in certain areas – not because the school has got worse, but because the test itself has changed.

As Steve Rollett from the Confederation of School Trusts explained: "schools that felt comfortably 'good' may find themselves receiving 'needs attention' judgements in one or more areas... It is the test that has changed."

How You Can Help

We're asking every family to work with us as partners. Here's what would make a real difference:

Please help your child attend school every day possible, and arrive on time.

Even small improvements across our community will have a significant impact. Every day your child is in school means:

- They don't miss important learning.
- They stay connected with their friends.
- They continue building their confidence and skills.
- Our whole school attendance improves

We understand that sometimes absence is unavoidable – illness happens, and we would never want a poorly child in school. But when your child can attend, even if they're feeling a bit under the weather or reluctant, their presence makes a difference.

Our Promise to You

While these attendance figures matter for Ofsted, they're not why we're asking for your help. We're asking because every day your child misses is a day of learning and opportunity they can't get back.

I want to be clear about something: I will always do what's right for our students, regardless of Ofsted grades or government targets. Your children's wellbeing, happiness, and individual success will always be our priority.

But right now, we can achieve both – we can support your child's education AND help our school show Ofsted the true strength of our community.

Let's Work Together

If you're finding it difficult to get your child to school, please talk to us.

We're here to help, not to judge. Our pastoral team can offer support, whether it's anxiety about school, friendship issues, or challenges at home.

Contact us at *INSERT EMAIL ADDRESS* – we're always happy to have a conversation.

Thank you for your continued trust in *INSERT SCHOOL NAME*. Together, we'll continue building a school that truly serves our wonderful young people.

Bristol Healthy Schools



Supporting Bristol schools in creating healthy, safe, supportive environments that improve the health and wellbeing of pupils, staff, and families.

Our Offer

- 1:1 advice and guidance from Public Health
- Newsletter with resources and training offers
- Healthy School/PSHE Network meetings
- Access to school and local health data
- Award scheme; Tools to support whole-school approach to mental health, healthy relationships, substance use, dental health, healthy eating etc.
- Special offers from PSHE partners

Contact: healthy.schools@bristol.gov.uk

www.bristol.gov.uk/bristol-healthy-schools



Key dates and training



Attendance CPD for Bristol Schools - all courses are now free!

The attendance training offer for academic year 2026/27 is live and ready for booking.

All our sessions are fully compliant with statutory attendance guidance - Working Together to Improve School Attendance (August 2024).

All training – virtually, via TEAMS

Booking via Trading with Schools: Trading with Schools Helpline 0117 922 2444 Email: tradingwithschools@bristol.gov.uk

CPD Sessions for 2026/2027



September Attendance Briefings

Following the success of the September Attendance Briefings in previous years, we delivered a one hour briefing in September to outline key attendance related activity for the year ahead.

Wednesday 16th September | 11:00–12:00

Training delivered virtually via **Microsoft Teams**

We recommend that one delegate per setting attends.

We record the session, and the recording will be uploaded to the the BCC Attendance Toolkit.

All training – virtually, via TEAMS

Booking via Trading with Schools: Trading with Schools Helpline 0117 922 2444 Email: tradingwithschools@bristol.gov.uk

School Attendance Network Meetings



School Attendance Network Meetings

An opportunity for School Attendance Leads to keep updated on current attendance legislation, national guidance, local guidance, local processes and good practice. We aim to record 1 of each session in the series and will upload it to the BCC Attendance Toolkit.

November 2026

- Wednesday 11th | 13:00–15:00
- Thursday 12th | 10:00–12:00

January 2027

- Wednesday 27th | 13:00–15:00
- Thursday 28th | 10:00–12:00

April 2027

- Wednesday 28th | 13:00–15:00
- Thursday 29th | 10:00–12:00

All training – virtually, via TEAMS

Booking via Trading with Schools: Trading with Schools Helpline 0117 922 2444 Email: tradingwithschools@bristol.gov.uk

Our other attendance training courses for schools and settings...



All training – virtually, via TEAMS

Booking via Trading with Schools: Trading with Schools Helpline 0117 922 2444 Email: tradingwithschools@bristol.gov.uk

Children Missing Education – Free

Why does CME matter?

This session equips schools with the knowledge and confidence to take appropriate action when removing pupils from roll, ensuring safeguarding responsibilities are met.

Dates:

- Wednesday 23rd September | 12:30–15:00
- Wednesday 13th January | 12:30–15:00
- Wednesday 23rd June | 10:00–12:30

Delivered via Teams. Booking as above.

Attendance Casework – Now Free

A practical session for staff working directly with families where attendance is a concern. Focuses on **effective casework practice, processes, and engagement strategies/action planning**.

Dates:

- Wednesday 14th October | 12:30–15:00
- Wednesday 10th February | 10:00–12:30
- Wednesday 5th May | 10:00–12:30

Delivered via Teams. Booking as above.

Parental Responsibility Measures – Penalty Notice Training (Free)

Guidance on **when a penalty notice is appropriate** and how to submit a high-quality request.

Dates:

- Wednesday 30th September | 10:00–12:00
- Wednesday 3rd February | 10:00–12:00
- Wednesday 16th June | 10:00–12:00

Delivered via Teams. Booking as above.

Parental Responsibility Measures – Irregular Attendance Prosecutions (Now Free)

An essential course supporting schools to confidently prepare **witness statements and documentation** for attendance prosecutions.

Dates:

- Wednesday 25th November | 10:00–12:30
- Wednesday 17th March | 12:30–15:00
- Wednesday 30th June | 12:30–15:00

Delivered via Teams. Booking as above.

Improving School Attendance – Support for Senior Leaders (Free)

Designed for senior leaders with strategic responsibility for attendance.

Covers:

- Building a strong whole-school attendance culture
- Strengthening belonging and engagement
- Targeted approaches for vulnerable pupils and those at risk of persistent absence

Dates:

- Wednesday 18th November | 10:00–12:00
- Wednesday 10th March | 13:00–15:00
- Wednesday 7th July | 10:00–12:00

Delivered via Teams. Booking as above.

New Course: Attendance Data – Using VYED Effectively (Free)

A one-hour interactive session to support schools in making the **most effective use of View Your Education Data (VYED)**.

Target audience: Headteachers, Attendance Senior Leads, Attendance Governors

Dates:

- Wednesday 21st October | 10:00–11:00
- Wednesday 20th January | 10:00–11:00
- Wednesday 9th June | 10:00–11:00

Delivered via Teams. Booking as above.

New Attendance Officers – Introduction to Attendance (Now Free)

An introductory course for new attendance officers and leaders responsible for attendance.

Supports schools to meet expectations outlined in **DfE guidance (2024)** and strengthen partnership working with the Local Authority.

Dates:

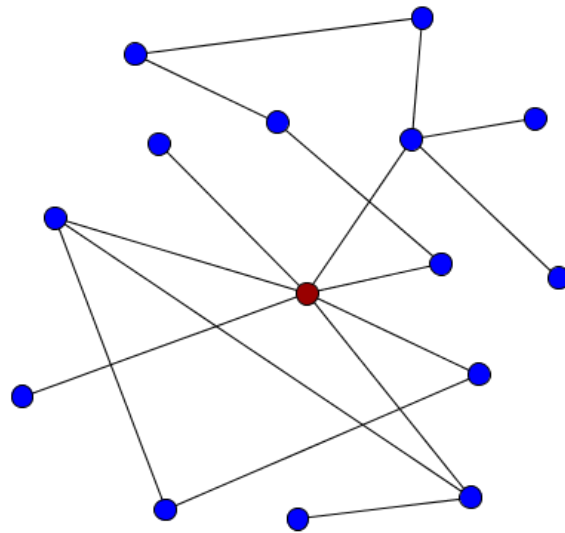
- Friday 2nd October | 10:00–13:00
- Friday 8th January | 10:00–13:00
- Friday 16th April | 10:00–13:00

Delivered via Teams.

All training – virtually, via TEAMS

Booking via Trading with Schools: Trading with Schools Helpline 0117 922 2444 Email: tradingwithschools@bristol.gov.uk

South-West Attendance Network (SWAN)



The South-West Attendance Network met virtually at regular intervals throughout academic year. The group is an off shoot from one of the Government's Attendance Hubs.

The network is well attended and provides an excellent opportunity for operational attendance leads from schools to come together to share attendance practice and expertise.

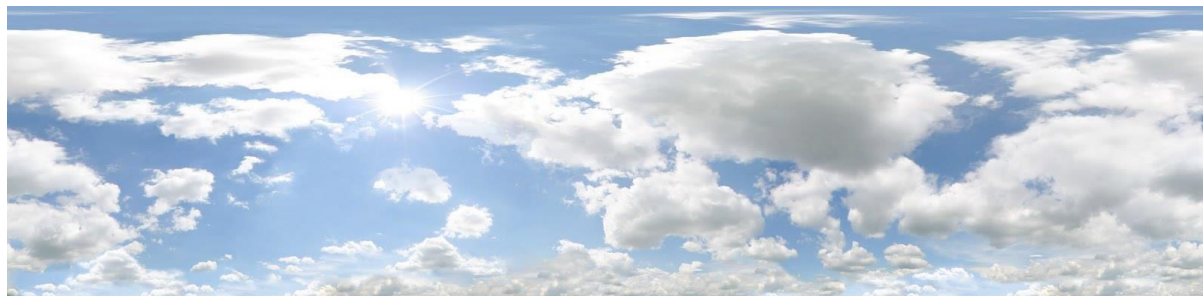
Feedback from a Bristol EWO *"These sessions are excellent; I learn so much each and every time. They are a must for anyone working in the attendance field."*

If any you or any of your colleagues would like to join this network, please pass on this link: [Registration Form](#). By registering, you will get access to the virtual meetings and the content that is shared including templates to support operational attendance practice.

SWAN meeting schedule for next year is to be confirmed. Typically, meetings are Tuesdays 3:30-5pm via Microsoft Teams.

Other attendance features and reminders

Attendance support provided by the local authority



Bristol's Attendance Toolkit



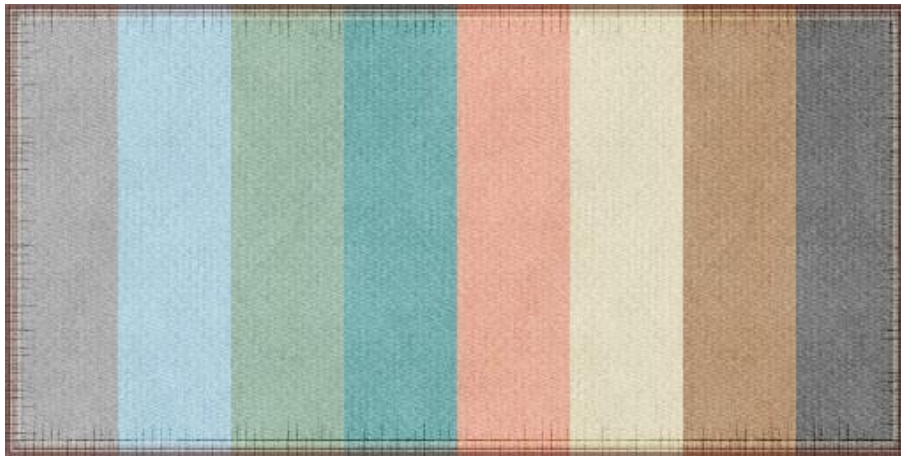
Bristol's Attendance Toolkit has been developed to provide schools and educational settings with a single online location to receive up to date attendance information, tools and templates.

The Attendance Toolkit, which is being regularly updated, is intended for professional use only and can be accessed via a SharePoint site and is available by following the link:

[Attendance Toolkit - Home \(sharepoint.com\)](https://sharepoint.com)

The Attendance Toolkit includes templates such as the Model Attendance Policy, Leave of absence request templates, leaflets, attendance quick guides etc...

Weekly attendance drop-in: for attendance questions, advice & guidance



To support the work of school-based Attendance Officers, champions and other colleagues concerned about an attendance issue, we have a weekly online drop-in session every:

- **Tuesday 11am-12 noon during term time**

We encourage colleagues to join the meeting if they have specific questions relating to attendance or would like to share best practice. Join the Zoom meeting at:

<https://zoom.us/j/95659748840?pwd=WkRCZy93b0FZRGkxeU5oRlRRMHhsZz09>

Meeting ID: 956 5974 8840

Passcode: 354077

Please note: From September 2026 onwards, we will be using TEAMS to host the drop-in and a new link will be circulated asap.

Attendance helpline & email

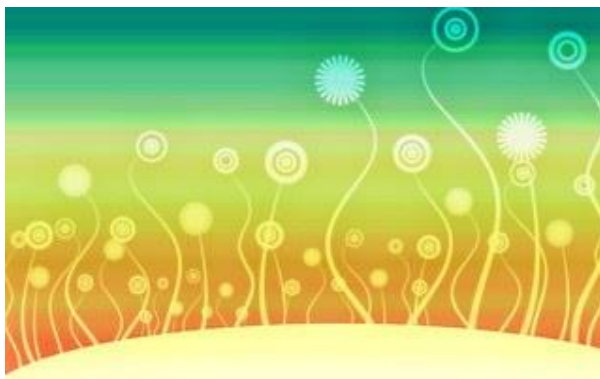


We have an attendance helpline and email to support you with attendance related questions. An EWO will be happy to help you via our contact methods below:

Phone - 0117 3521438 or email education.welfare@bristol.gov.uk

Typically, phone lines are open between 9 – 12noon Monday to Friday

Attendance targeting support meetings (TSMs)



The Education Welfare Service holds regular (between 1-3 per academic year) attendance conversations with all schools individually, using their attendance data to identify pupils and cohorts at risk of poor attendance and agree targeted actions for those pupils.

Please refer to the attendance toolkit in the TSM section for a copy of the latest meeting agenda template.

It is recommended that you have access to the view your school's data reports via the DfE daily attendance data reporting.

It is also essential practice for your school's attendance senior leader to participate with your school's TSM on a consistent basis.

The meetings will also provide an opportunity to keep up to date with who **your SLT attendance champion & your school-based attendance officers** are, capture data on the number of **Attendance Contracts** that have been offered and **Notice to Improve letters** that have been sent by your school.

If you have questions about your schools TSM please contact the EWS on education.welfare@bristol.gov.uk

For further information about TSMs please watch the DfE TSM webinar 2024: <https://youtu.be/ERNHbDZiHs4?list=PLXjcCX3hH9LXqKNI35VTWirdJnzjO3s2b>

We have a new quick guide for schools about TSMs. You can view a copy below.

A copy has also been uploaded to the BCC Attendance Toolkit.

TSMs – Quick Guide for schools and settings

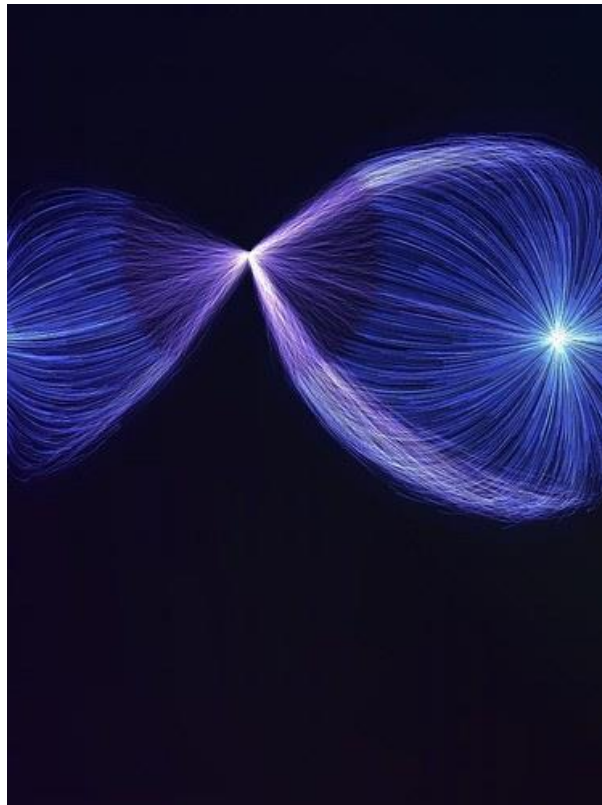
	What is a TSM? A Targeted Support Meeting (TSM) is an individual, structured and supportive whole-school attendance meeting between a school and the local authority Education Welfare Service. It aims to improve pupil attendance, particularly for those who are persistently, or severely absent and share good practice.
	Purpose of a TSM - Working together and strengthen relationships - Identify pupils with attendance concerns and agree on action plans - Explore barriers to attendance and multi-agency support options - Review attendance data and trends - Provide advice and guidance as necessary
	Who Should Attend? Senior Attendance Lead/Champion (mandatory) - May also include: - Attendance Officer - SENCo - Pastoral Lead - SLT member - Governor with attendance oversight
	Frequency of TSMs Up to 3 per academic year – The number of meetings will be dependent upon the level of need.

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	What to Expect - Review of attendance data and trends - Discussion of individual pupils, approx. 10% of pupils with severe absence or persistent absence - Agreement on actions and responsibilities - Opportunity to request additional support or referrals - Duration: Typically, 60–120 minutes
	Preparation Tips - Bring updated attendance data - Identify pupils or cohorts to discuss - Be ready to share barriers and successes - Bring to the meeting a list of individual pupils, 10% of SA & PA cohort
	Key Reminders - TSMs are supportive, not punitive - Schools are entitled to TSMs and should expect proactive scheduling Collaboration is key to improving attendance
Useful Links	View your education data Working together to improve school attendance (applies from 19 August 2024) Toolkit for schools: communicating with families to support attendance - GOV.UK BCC Attendance Toolkit - Home Targeting Support Meeting (TSM) data collection 24/25 Attendance toolkit for schools.pdf School travel support Referral-Routes-to-BHES-Flowchart.gif (801×827) Children missing education (CME) referrals Elective home education information/referrals for schools Elective home education information/referrals for parents Attendance Tool kit for Local Authorities School inspection: toolkit, operating guide and information - GOV.UK

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TSMs



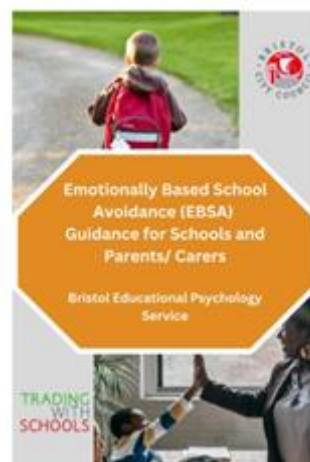
- *Empowering schools to meet the expectations of WTTISA 2024.*
- *Impactful meetings, ensuring partnership work remains strong and effective.*

TSM Checklist for schools:

1. **Attendance Policy** - Have a clear school attendance policy on the school website which all staff, pupils and parents understand (must be compliant with WTTISA 2024 regs)
2. **Attendance Leadership in school** - Have a dedicated senior leader with overall responsibility for championing and improving attendance and who consistently participates and engages with TSMs
3. **Attendance Leadership in school** - Develop and maintain a whole school culture that promotes the benefits of good attendance. Embed attendance at the heart of the school development journey, link attendance with attainment – safeguarding – inclusion - SEND
4. **Registers** - Accurately complete admission and attendance registers
5. **First day absence & extended absence processes** - Have robust daily processes to follow up absence

6. **Attendance data analysis routines** - Regularly monitor data to identify patterns and trends and understand which pupils and pupil cohorts to focus on
7. **SA pupils** – key adult in school who is the lead for the child and individual attendance actions plans in place for each SA pupil
8. **80-95% pupils** – actively use targeted attendance strategies for CYP from one of these attendance bandings depending on your school's profile of attendance need (80-85, 85-90, 90-95%)

Revised Bristol's emotionally based school avoidance (EBSA) information



“Emotionally Based School Avoidance (EBSA) is a broad umbrella term used to describe a group of children and young people who have severe difficulty in attending school due to emotional factors” (Thambirajah, Grandison & De-Hayes, 2008).

For further information and advice, please refer to the Bristol Attendance Toolkit and look for EBSA - [Bristol Attendance Toolkit - EBSA Section](#)

Revised edition contains:

1. New evidenced based research
2. An new section on Self-Determination Theory
3. A section about the WARMTH Framework
4. Research around neurodiversity and EBSA

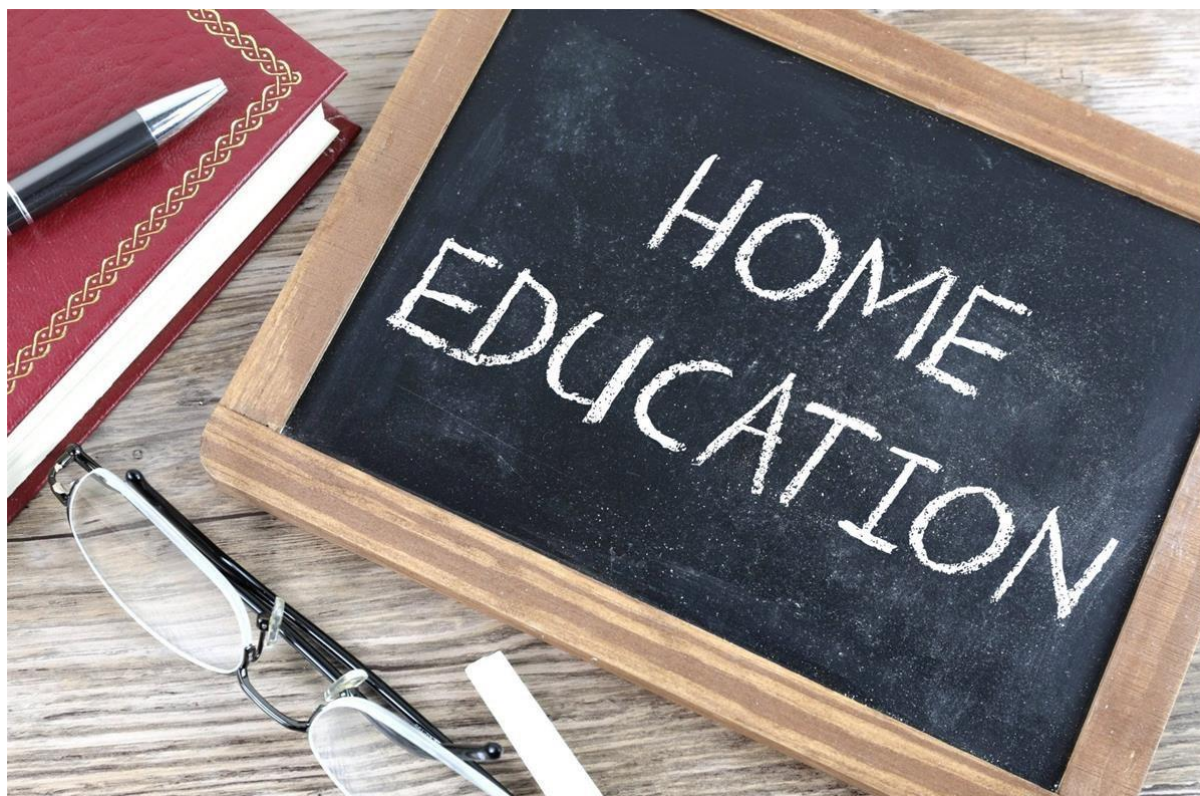
Mental Health Toolkit - Fostering Emotional Wellbeing



This free emotional regulation webinar is part of the Inclusive Classroom Series from Unique Voice - [Webinar - emotional regulation, inclusive classroom series](#)

Please get in touch with any questions or comments by emailing MHT@uniquevoice.org

Elective Home Education (EHE)



We want to ensure a parental decision to Electively Home Educate their child is an informed decision.

Home education means that the child is not on a school roll and the parent is taking full responsibility for their education. Read more about home education and home schooling on the Department for Education blog - <https://educationhub.blog.gov.uk/2020/10/20/all-you-need-to-know-about-home-schooling-and-elective-home-education-ehe/>

Please do not persuade or encourage parents to consider EHE as an option – this could be seen as ‘off-rolling’. School staff must not support parents to write EHE removal from roll letters.

Please do signpost parents to impartial information that outlines what EHE entails. National EHE guidance for parents is available here:
<https://www.gov.uk/government/publications/elective-home-education>

Please ensure any parents considering EHE are made aware of the LA EHE guidance
<https://www.bristol.gov.uk/residents/schools-learning-and-early-years/education-outside-mainstream-schools/home-education>

An EHE Quick Guide and a Briefing Note are available on the Attendance Toolkit

Please notify ehe@bristol.gov.uk about any/all EHE requests.

NEW - we now have a web-based notification form that can be used to make EHE notifications to the Local Authority. You will find it here: [EHE notification form](#)

Elective Home Education Notifications: Strengthening Safeguarding Information Sharing



What have we done?

- We have enhanced the elective home education (EHE) notification process to strengthen safeguarding information sharing between schools and the local authority.
- The updated web-based form is now more streamlined and secure, enabling quicker, more consistent, and more reliable sharing of safeguarding information.
- The notification form is on our webpage: [Elective home education information for schools](#)
- Enquiries at: ehe@bristol.gov.uk

Children Missing Education (CME) and Pupil Tracking notification processes



Guidance for adding and deleting pupils from roll.

CME and Pupil Tracking are processes that are designed to support schools to trace and locate pupils who's whereabouts are unknown/missing/failed to return/moved away.

These processes don't support long term non-attenders (without a change in circumstances).

Further information about making CME and pupil tracking referrals and removing from roll, please refer to the BCC CME Guidance document here:

<https://www.bristol.gov.uk/business/schools-learning-and-early-years-for-professionals/attendance-and-inclusion/children-missing-education-cme>

For questions please email childrenmissingeducation@bristol.gov.uk

National CME statutory guidance is available here:

Don't forget, parents can access help with in year admissions if their child is a child missing education (CME).

Email school.admissions@bristol.gov.uk or call 0117 903 7694 if they applied for a school place through Bristol City Council School Admissions more than 15 school days ago and you have not had a response.

Email childrenmissingeducation@bristol.gov.uk if they live in Bristol and:

- their child is not on roll at a Bristol school or receiving elective home education
- their child has been out of school for more than nine school days
- they applied directly to a school and were told there are no places in the appropriate year group
- they applied directly to a school more than 10 school days ago and haven't had a response

Penalty Notices



In August 2024 there were significant national changes to the **Penalty Notice Code of Conduct and process**, including documents and templates.

Our fully revised Code of Conduct is available on our webpage:

<https://www.bristol.gov.uk/business/schools-learning-and-early-years-for-professionals/attendance-and-inclusion/education-welfare-service>

To support you with the changes, all our latest documents are available on the attendance toolkit. This includes our **Penalty Notice request forms**.

Don't forget about the **new duty placed on schools to consider a Penalty Notice** if the threshold has been met, and the new requirement **to send a Notice to Improve warning letter**.

Timeliness of making PN requests to us is important, we ask **within 2 school weeks of last unauthorised absence**.

If you are not sure on the arrangements for Penalty Notices including making requests, please contact educationpenaltynotices@bristol.gov.uk for assistance and/or attend our fully revised free Parental Responsibility Measures – Penalty Notice training session, booking via Trading with Schools.

DfE Penalty Notice webinar2024:

https://youtu.be/KZOonios_Bc?list=PLXjcCX3hH9LXqKNI35VTWirdJnziO3s2b

Schools data accuracy and GDPR compliance is particularly critical when submitting requests for Penalty Notices to Bristol City Council. Inaccurate parental contact details or outdated addresses is a serious matter, can lead to wrongful convictions & misdirected legal correspondence, undermining enforcement and breaching data protection laws.

ATTEND Framework - delivering attendance case work via a support first approach



Attend Framework - [ATTEND Framework | BEEM](#)

Early intervention program – a stepped support plan and targeted interventions

The ATTEND Framework is an early intervention program designed to support school-aged pupils (ages 5-16) whose attendance falls below 90%. It aims to identify and address barriers to school attendance by involving school staff, parents, and pupils in a collaborative action planning process. The framework utilizes an "assess, plan, do, review" approach to create tailored support plans for each pupil, ensuring that all contributing factors to low attendance are considered.

ATTEND takes a holistic view, considering factors like worries, health, sensory issues, and home environment. By collaboratively gathering information and planning actions, families and school staff develop a shared understanding and responsibility for the pupil's attendance.

This is a short 'how to' guide for professionals that outlines how the resource should be used

<https://youtu.be/oEDZyrJvi2c?si=x3GQ6clFcCPQnHjV> 12-min webinar

Child Employment Laws – A Reminder for All Schools



Do you know of any children who are working part-time alongside their education?

If so, it's important to remember that child employment laws are long-established and are designed to keep young people safe.

Key Points Schools Should Be Aware Of

- **Children must be at least 13 years old** to undertake any form of paid work.
- **All children aged 13–16 must have a work permit** issued by their Local Authority before they can start work.
- **Working hours are strictly limited** – children can only work between **7:00am and 7:00pm**.
- **Children are not permitted to work during school hours.**
- **Only “light work” is allowed**, and certain types of work are strictly prohibited for young people.
- **Employers must register every child they employ** with their Local Authority.
- **A risk assessment is required** for each child in employment to ensure the work environment is safe and appropriate.

- **Failure to comply with child employment legislation** may lead to legal action against both the employer and the parent/carer.

Work Permits Are Simple and Free

A work permit is **completely free** and the application process is straightforward for both the employer and the parent/carer.

Find Out More

More information is available on our website: [Children in employment and entertainment](#)

If you have concerns about a child who may be working illegally, please contact:

 ceal@bristol.gov.uk

Young Carers

A young carer is a person under 18 who looks after someone in their family with a long-term illness, disability, mental health ill health or addiction. The responsibility of a caring role can have a significant impact on their ability to **attend and achieve in school**. They are a vulnerable group of pupils who are often hidden and in need of support. Recent research suggests there could be **two young carers in every class**.

[Carers Trust](#) reports

- **Young carers are missing on average 23 days of school every year**
- **31% are frequently late**
- **Primary aged young carers are performing well below age-related expectations**
- **Almost half of young carers at secondary school are 'persistently absent'**
- **There is an attainment gap between young adult carers and their peers at GCSE and A Level**

[Young Carers Support](#) helps schools to improve identification, support and outcomes for young carers through the evidence based [Young Carers in Schools programme and award](#). For more information contact youngc@carersbsg.org.uk

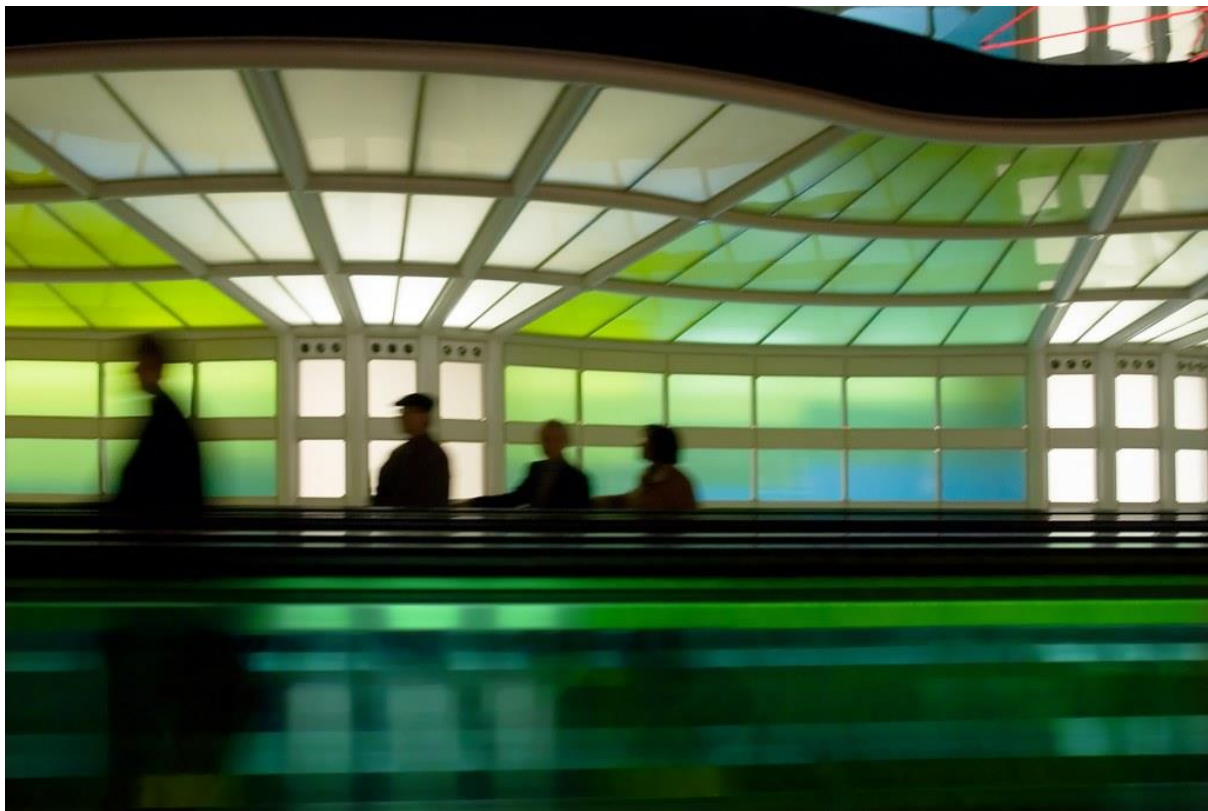
Bristol's School Nursing Support



Health and the support that's available including support from the School Nursing Team (which covers support for CYP who aren't on a school roll).

- [School Nursing Service – Children and Young People's Services](#) – which includes a duty line for advice and guidance, referrals (self-referrals parent/child, GP or other professionals)
- [ChatHealth – Children and Young People's Services](#) (11-19yr olds)
- [Family Nurse Partnership – Children and Young People's Services](#)

Essential travel guidance for families - please share



The essential travel checklist to keep you and your family healthy on holiday.

Planning a holiday abroad? This guide provides essential information to help you travel safely and minimise health risks. Whether you're planning a beach break, visiting family overseas, or embarking on a backpacking adventure, it's worth thinking ahead so that you have the best time possible.

[Essential travel checklist](#)

Attendance Data



National Attendance Data



- **Pupil attendance and absence data** can be accessed here: [Pupil attendance and absence data](#)

- **Fortnightly attendance data releases** can be accessed here: [Fortnightly pupil attendance in schools](#)
- **Academic year 2024/25 Pupil absence in schools in England data (national, regional and LA level)** can be accessed here: <https://www.gov.uk/government/statistics/pupil-absence-in-schools-in-england-2024-to-2025>
- **Academic year 2023/24 Pupil absence in schools in England data (national, regional and LA level)** can be accessed here: <https://explore-education-statistics.service.gov.uk/find-statistics/pupil-absence-in-schools-in-england/2023-24>
- **Academic year 2024/25 Parental responsibility measures data (national, regional and LA level)** can be accessed here: <https://www.gov.uk/government/statistics/parental-responsibility-measures-2024-to-2025-academic-year>
- **Academic year 2023/24 Parental responsibility measures data (national, regional and LA level)** can be accessed here: <https://explore-education-statistics.service.gov.uk/find-statistics/parental-responsibility-measures>

Other sources of attendance data for schools include:

1. Your schools own Management of Information system attendance data reports
2. The DfE View your school's own attendance data (which includes national and regional comparators & absence bandings for your setting)
<https://www.gov.uk/government/publications/monitor-your-school-attendance-user-guide>

Contact: If you require for further information in relation to this document, please contact Vanessa Davies (Service Manager: Attendance and Education Welfare Service) on vanessa.davies@bristol.gov.uk

Alternatively, for general attendance related questions, please contact the EWS Helpline on 0117 3521438 or email education.welfare@bristol.gov.uk and a Duty Education Welfare Officer will be available to assist you.

