

HELPING YOUR CHILD TO ATTEND SCHOOL

The role of an Education Welfare Officer (EWO) A guide for parents and carers

Frequently asked questions

Who can contact the Education Welfare Officer for support and advice about attendance?

- Child or young person
- Schools
- Parents
- Partner Agencies, e.g. Police and School Health
- General Public

What do we do for parents?

- Help parents to understand their rights and legal responsibilities.
- Assist parents with problems concerning attendance
- Support and develop links between school and home
- Provide a link to other education services and agencies
- Signpost what support is available after assessing what is needed
- Support as part of the Common Assessment Framework (CAF)
 - The CAF helps to work out what you and your child might need to get the right support at an early stage before the needs or worries get bigger

What sort of things do parents contact the Education Welfare Service about?

- Their child refusing to attend school.
- Truancing from school.
- For advice on the regulations concerning child employment and entertainment licences.

Remember

Education Welfare Officers are there to help you and your child because they know how important attendance at school is to children's attainment, friendships, confidence and achievement.



Education Welfare Service

The school is unhappy with my child's attendance and are going to involve an Education Welfare Officer. What will the Education Welfare Officer do?

- Contact you to arrange a meeting
- Meet you to talk about the reasons for your child's poor attendance and discuss your concerns.
- Give you help and advice to improve your child's attendance.
- Assess the situation and draw up a support plan with you, your child and the school.
- In consultation with the school, consider the use of a Penalty Notice.
- Instigate legal proceedings in cases where school attendance does not improve.

Why is attendance at school and punctuality important?

Because Every Second Counts:

- **5 minutes late each day means three whole days lost each year**
- **17 days missed from school each year equates to a whole GCSE grade**
- **Attendance affects learning**
- **Attendance affects future outcomes**
- **Attendance affects wellbeing and a sense of belonging**

Each school has a designated Education Welfare Officer who can be contacted through school. You can also telephone the main office number:

Tel: 01270 375277

Website: educationwelfareservice@cheshireeast.gov.uk

Other leaflets are available to support you:

- Taking action to improve attendance – explaining legal action - a guide for parents and carers
- Taking children on holiday during term time - frequently asked questions - a guide for parents and carers

The expression "parent", in relation to a child or young person, includes any person who is not a parent of the child but who has parental responsibility for him/her, or who has care of the child.