

Attendance Policy

Rationale

I understand that children will be absent from my setting for a variety of reasons such as holidays and sickness. Children being absent from early years settings repeatedly, or for prolonged periods of time, may be a vital warning sign for a range of safeguarding issues. There have been incidents where serious harm to a child may have been prevented if an absence from their early years setting had been raised as a concern. I am committed to always keeping children safe and reporting any absences that raise safeguarding concerns.

Procedure

Parents are required to inform me if their child is absent and the reasons for the absence. Children's attendance and reason for absence will be recorded daily. If a child is absent and I haven't been informed of the reason for absence, I am required to attempt to contact parents/carers and any alternative emergency contacts to obtain this information. I must use my professional judgement to consider any patterns or trends in children's absences, their personal circumstances and if parents/carers were contactable, to determine if their absence should be considered prolonged or raises early help/safeguarding concerns. Where this is the case, I will follow my safeguarding policy reporting procedures.

Childminder's Signature:



Date:

14/12/2025

Date of next review:

14/12/2026