

# Early Intervention Service

**5** Minute Facts

## Who are we?

The Early Intervention Service (EIS) is the attendance team within the local authority. The primary purpose of the service is to investigate irregular school attendance. The service works closely with schools to provide advice and support to children, young people and their families in relation to school attendance. Regular school attendance is an important part of giving children the best possible start in life. The Department of Education has recently provided guidance to support regular school attendance Working together to improve school attendance.

## What are our functions?

Keyworker support where pupils are persistently absent and school attempts to address this through the Early Help processes have not resulted in improvement. Support is targeted at those pupils who are most vulnerable and have significant levels of unauthorised absence from school.

## Investigation of Children Missing Education (CME)

under section 436A of the Education Act 1996 to make arrangements to establish the identities of children in the area who are of compulsory school age and not receiving suitable education. The service will also undertake joint reasonable enquires with schools for those pupils who are on school roll but believed to have left the area.

**Monitor the removing of a pupil from the school register** – Section 8 of The Education (Pupil Registration) (England) Regulations 2006 govern the grounds for deleting a pupil of compulsory school age. Headteacher's should ensure that one of the 15 grounds prescribe in regulation 8 has been fully met before removing a pupil from roll.

**Issuing Penalty notices for irregular school attendance** – Penalty notices should be used as an early deterrent to prevent patterns of absence

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developing. A penalty notice is an alternative to prosecution and payment of the notice enables the parent to discharge potential liability for conviction.

**Legal action for irregular attendance** – If, after the use of a penalty notice and Early Help processes irregular attendance continues to be cause for concern, the Local Authority may consider the use of legal action and prosecute parents under Section 444 of the Education Act 1996.

**Child employment and entertainment** – The LA has the responsibility for licensing children of compulsory school age who are working part time or taking part in performances and entertainment. It is a legal requirement that all compulsory school children have a permit to work, without one an employer risks prosecution. If you have any concerns that a pupil is working illegally then please contact the Child Employment & Enforcement Officer on **01204 338173**.

**Child protection and LAC (living at home) first day visits** – We support schools with their safeguarding duties, by undertaking home visits to any Bolton child who is subject to a safeguarding plan (or LAC and living at home with parents) and is absent from school.

**Maintaining a record of pupils on a part time timetable** – All pupils of compulsory school age are entitled to a full-time education. In very exceptional circumstances there may be a need for a temporary part time timetable to meet a pupil's individual needs. Schools should complete an online form which is submitted to the Local Authority (LA). All records are monitored and reviewed with schools periodically.

**For more information and key contacts...**

Please contact the **Early Intervention Service** on **01204 334450**

**Bolton Council**