

KEEPING CHILDREN IN EDUCATION

FREE E-LEARNING MODULE



Understand the crucial role of the lead professional in promoting school attendance



Get familiar with the new three-stage approach to attendance and inclusion for schools and lead professionals



Explore the barriers to attendance and the impact on children and young people



Since 2018 Family Early Help Service has been developing and promoting its core message that **keeping children in education is everyone's business** and our three-stage approach to managing attendance.

In September 2022, the Department for Education (DfE) released new statutory guidance for improving school attendance. This requires local authorities to:

'Circulate clear guidance on how schools, the [Education Inclusion Team] and other partners should work together to provide intensive voluntary and/or formal support for individual pupils and families' and to ensure that procedures are 'understood by all frontline operational staff in attendance and associated teams'. (DfE, 2022)

The local authority has developed a new e-learning module to ensure that all professionals are clear regarding their roles and responsibilities, and how to work effectively alongside the Education Inclusion Team, families and schools to promote school attendance. The training is accessed via the council's training portal 'My Learning Source'. Instructions for creating a profile are on the reverse.



Education inclusion handbook now online

The guidance and procedures for managing attendance and inclusion have been moved online in our virtual Education Inclusion Handbook. This provides more detail for professionals on local and statutory requirements and guidance, including our own three-stage approach. This can be accessed via the address below.

www.southwark.gov.uk/childcare-and-parenting/children-s-social-care/family-early-help-feh/education-inclusion-handbook

TESTIMONIALS

'I really liked the module and learnt new things in a very accessible way. The resources at the end on mental health and anxiety impacting school attendance were excellent. I am going to send the link out to my services to ask everyone to complete this course.'

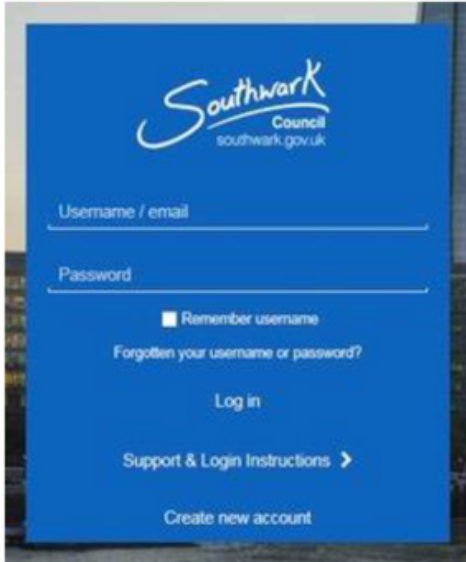
ASSISTANT DIRECTOR
Children's Social Care

'It is a really good reference tool, the process was clearly laid out, it certainly answered a few questions and I got lots of information which has helped me reflect on how we improve our whole school attendance respond.'

ATTENDANCE OFFICER
Primary School

A Guide to Creating a My Learning Source Account

Link to My Learning Source log-in page: www.mylearningsource.co.uk
(See picture below)



Click on '[create new account](#)'.

This will take you to a new page titled '[new account](#)'.

Read through the sign up request instructions, the terms and conditions in points 1, 2, 3 & 4 and the privacy notice.

Please fill in the following information:

- *Username*
- *Password*
- *Please create your own username & password*
- *Email address*
- *First name*
- *Surname*
- *Organisation*

Please click on '[choose organisation](#)', this will open up a '[browse organisation](#)' box. Click on the tab 'submit', type the name of the organisation, click on the organisation and submit.

If you are unable to find the name of your organisation, then the organisation will need to be registered with Southwark. Please [click here](#) to register.

The organisation must be registered before applying for a My Learning Source account.