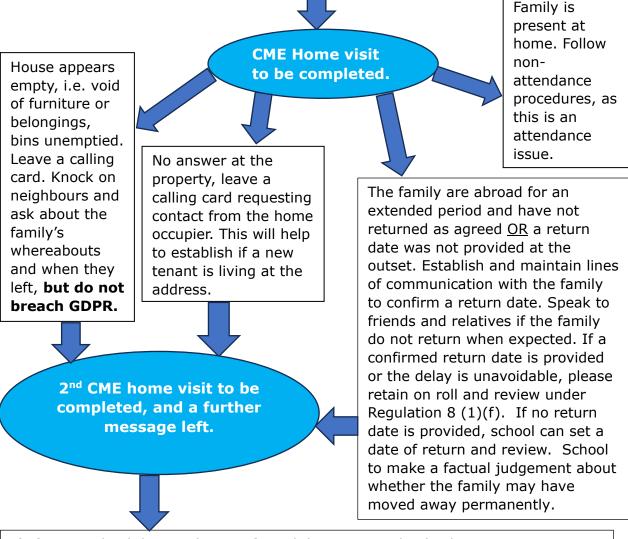
CME Flow Chart for Schools

Child fails to attend school – up to 10 schools days and no reason provided.

School Attendance Policy procedures should be followed during this time, including contact with parents and others by telephone and email and might have included a home visit, to establish the child's whereabouts and a reason for the absence. Please utilise the emergency contact list, speak to school friends, contact other agencies involved, Social Worker if at CP/CIN.



If after 20 school days and no confirmed destination school is known.

CME referral to be submitted to: <u>cme@bury.gov.uk</u>

Please provide details and outcome of the reasonable enquiries carried out above.

The pupil can be removed from school roll if grounds under **Regulation 8 of the Education (Pupil Registration) (England) (Amendment) Regulations 2016** has been met. Please state grounds used for removal. A Deletion from School Roll Notification Form should also be sent to: <u>onandoffroll@bury.gov.uk</u>

*Any removal from school roll which does not adhere to Regulation 8 is unlawful and would be considered as illegal Off Rolling.