

Divisions Affected - All

EDUCATION & YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE – 26th September 2025

Attendance Update

Report by Director of Children's Services

RECOMMENDATION

1. The Committee is RECOMMENDED to:

Note the content of the report.

Comment on the content of the report.

Note the recommendation for a further workshop with elected members on specific areas within attendance.

Executive Summary

2. The report outlines the roles and responsibilities of key personnel within Oxfordshire County Council's County Attendance Team. It covers four core functions: Attendance Officers (CAT), Licensing, Children Missing Education (CME), and Elective Home Education (EHE).
3. Report shares key data on attendance and outlines our next steps on how we are developing the work on attendance including the work on Attendance Strategic Board

Corporate Policies and Priorities

4. The report is in line with OCC's values and will be linked to the overall Education Framework which is in development.

Financial Implications

5. None.

Comments checked by:

Jane Billington, Strategic Finance Business Partner,
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Legal Implications

6. None.

Comments checked by:

Craig Cochrane, Head of Law and Legal Business Partner,
craig.cochrane@oxfordshire.gov.uk

Staff Implications

7. None.

Comments checked by:

Michelle Higgs, Strategic People Partner Children's and Education,
michelle.higgs@oxfordshire.gov.uk

Equality & Inclusion Implications

8. None.

Sustainability Implications

9. None.

Risk Management

10. None.

Consultations

11. The report has been shared with CEF ELT and SLT and signed off by OCC legal, finance and HR departments

Lisa Lyons
Director of Children Services

Annex: Attendance Report
Scrutiny Report

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Settings (Sufficiency),
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September 2025