

- 1 Send initial letter and Callio chart to inform parents about the strategy (see Parent Initial Letter).
- 2 Update parents about their child's attendance and position within the Callio colour banding frame on a half termly basis (see Parent Letters).
- 3 Display Callio posters in prominent positions within the school so that they are visible to parents and pupils.
- 4 Use the Callio banding system to display pupil attendance on a weekly basis.
- 5 Use the Callio banding system to praise good attendance.
- 6 Use the Callio banding to inform school escalation procedures.
- 7 Display a copy of the Callio banding frame on your school web site.