

Notifying the school of absences



If your child is absent from school for any reason the school need to be notified of their absence as soon as possible.

For illness absences, we require detailed information

from parents as to the exact nature of the illness.

This will greatly assist us when we report absence circumstances to the Department of Education to support the Government's management of the pandemic.

If your child has 'a temperature' they must not come into school until it has returned to normal **without the use of medication.**

To support the school during the pandemic, we ask that the following guidelines are adhered to:

- ◆ If your child appears unwell or has possible Covid-19 symptoms, please notify the school by email and do not bring them in;
- ◆ If you are called to collect your child because they are showing possible symptoms of Covid-19, please come to collect them promptly;
- ◆ If your child, or someone in your household, is showing Covid-19 symptoms, please arrange testing in accordance with NHS 119, keep your whole household at home and notify the school.

NHS Test and Trace

Staff, parents and carers must understand that they need to:

- ◆ Book a test if symptoms are displayed
- ◆ If the test is positive, provide details of anyone with whom they have been in close contact or if asked by NHS Test & Trace
- ◆ Self-isolate if they have been in close contact with someone who develops symptoms or tests positive.