

## Attendance

Research shows that good school attendance impacts upon children's success in learning; good attendance helps them to fulfil their potential and gives them a chance of a better future.

**The Government have made it very clear that from September 2020 attendance for all children is compulsory.**

Every day that your child is absent from school is an opportunity missed. Schools and parents/carers have a **shared responsibility** to ensure that a child attends school regularly.

## Punctuality

It is really important that you arrive at the time your bubble starts and not before. Please arrive on time and adhere to the social distancing system we have in place.

## What if my child is ill?

### **Illness which is not COVID19 related**

If your child is absent from school you need to:

- \* Contact the school on (0191) 643 2801
- \* Give the reason for absence.
- \* Say when you expect your child will return to School.

If your child is attending a medical appointment, please bring along any appointment cards, prescriptions, details of medical attention or documentation that may allow us to authorise the absence on their return.

**Phoning school to say your child is absent does not authorise the absence. School must make that decision based upon the evidence we have.**

## Attendance during COVID19 Pandemic

We understand that these are unprecedented times and, as a school, we must follow Government and Public Health guidelines and advice regarding attendance. These documents might change at varying times and we will ensure that our policies and the information we send out will be the most relevant and up to date.

## Symptoms of COVID19

The symptoms of coronavirus (COVID-19) are usually mild, but some people can become very unwell.

**The main symptoms of coronavirus are:**

**high temperature** - this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

**new, continuous cough** - this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

**loss or change to your sense of smell or taste** - this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

**Most people with coronavirus have at least one of these symptoms.**

## School absence - COVID19

If your child displays any COVID19 symptom, **Parents MUST inform the school immediately.** Messages can be left out of school time and/or emailed to [isolation@greenfieldsprimary.org.uk](mailto:isolation@greenfieldsprimary.org.uk) so that isolation procedures can then be followed. It is absolutely **vital** and **essential** that your child stays at home. It is so important that we protect the health of not only your own child

but the health of the children and staff they are with on a daily basis.

- ✓ If your child does display symptoms, we expect you to take a test and then inform us of the results.
- ✓ If the test is positive, your child will isolate for 7 days and then, providing they are well and have **NOT** had a high temperature for 48 hours, return to school.
- ✓ If the test is negative, providing your child is well, they can return to school.
- ✓ We must have proof of a negative test result before returning to school.

## What happens if it isn't my child who displays symptoms but a child in their group?

If a child did show symptoms of COVID19, we would contact the other members of the group immediately, informing them not to come to school until they receive the results of any COVID test. Please be aware that this may need you to have in place some contingency plans for your own childcare.

If the test of the child showing symptoms returns **as positive**, we would ask you to be vigilant and look out for symptoms in your own child. Following Public Health and Safety guidelines, your child will be advised to isolate for 14 days and then return to school as usual. Where the test returns **as negative**, all of the members of the group can return immediately.

## What about siblings in other groups? Do they need to isolate too?

Siblings in other groups can still go to school as normal unless your own child shows symptoms of COVID19. You would then all need to isolate as a family for 14 days, take a test and let us know the result.

### **If my child is sent home, what should we be doing?**

If your child is sent home because someone in their class has symptoms your child should continue to work on the Home/School activities provided. First Day Response will contact you daily to check how things are, and also to check if your child needs support with their learning. We can then direct the right member of staff to you to help you.

### **Monitoring Attendance**

At Greenfields, we track the daily attendance for every child in our school. If there are any concerns we will then contact the parent so that we can discuss the absences and find a way forward.

**Parents will not be penalised if they are instructed to isolate their children.**

**Please be aware that both authorised and unauthorised absences are included in your child's attendance information.**

### **Supporting Parents/First Day Response**

We are absolutely committed to working with parents and supporting them with any issues regarding their child's attendance. **First Day Response** calls will take place when we don't receive information about an absence. This is an opportunity to ascertain the reason for absence and begin an informal conversation where we can identify ways to support the parent either through the school or with the help of outside agencies.

**If you are experiencing any difficulties with your child's attendance or punctuality, or are concerned about any information regarding Covid-19, please don't hesitate to contact the Assistant Headteacher, Mrs Cockman or Mrs Allan on 0191 643 2801**



# **GREENFIELDS COMMUNITY PRIMARY SCHOOL**

Parents and Carers

ATTENDANCE

INFORMATION

(during COVID19 Pandemic)

September 2020