

Attendance Policy - COVID 19

This policy amendment has been written to reflect the changes made to the Attendance Policy and following wider opening of schools during the Coronavirus pandemic and should be read in conjunction with the school's Attendance and Safeguarding Policies.

It will remain an addendum to our attendance policy for the duration of the Covid-19 situation.

Attendance

No one with symptoms should attend the setting for any reason. They should not come into school, if they had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). If anyone in the school develops COVID-19 symptoms, however mild, they will be sent home and they should follow public health advice.

Eligible children – including priority groups - are strongly encouraged to attend their education setting, unless they are self-isolating, or they are clinically vulnerable (in which case they should follow medical advice). If someone in their household is extremely clinically vulnerable, they should only attend if stringent social distancing can be adhered to, and the child is able to understand and follow those instructions. Families should notify the school as normal if their child is unable to attend so that staff can explore the reason with them and address barriers together.

If a parent or carer insists on a pupil attending the school, we can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Our decision will be carefully considered in light of all the circumstances and current public health advice.

The school will:

- Complete the register of attendance according to the following codes:

Attendance scenario	Recorded as:
Children in attendance (AM & PM)	/ & \
Children absent for reason not yet provided	N
Children absent from school due to illness other than COVID-19	I01
Children unable to attend due to requirements of self-isolation or quarantine because of COVID-19	X
Children with a confirmed case of COVID-19	I02
Authorised absence due to medical/dental appointments	M

Attendance scenario	Recorded as:
Children in attendance (AM & PM)	/ & \
Children absent for reason not yet provided	N
Children absent from school due to illness other than COVID-19	I01
Children unable to attend due to requirements of self-isolation or quarantine because of COVID-19	X
Children with a confirmed case of COVID-19	I02
Authorised absence due to medical/dental appointments	M

- Contact parents (text/telephone call) if a child who is expected to be in school does not attend and school is not notified. (First Day Contact Policy)
- Explore reasons for non-attendance and address barriers to attendance with them as appropriate.
- Contact parents to identify those children who fall into either the 'clinically vulnerable' group or the 'clinically extremely vulnerable' group or who live with someone in either of these categories. This information will be recorded in a 'Vulnerable Group' register.
- Carry out regular 'safe and well' checks with children considered to be 'vulnerable' at least weekly (including but not limited to children with an EHCP, (P)LAC, children with a Social Worker (CP / CIN)
- Continue to liaise with a child's Social Worker should they not attend school.
- Children (apart from children in Nursery who have a 15-hour place) will attend for a full day unless unwell and a decision is made to send them home.
- Children who have displayed symptoms must stay away from school for 7 days or until they are well (if longer) or until a negative COVID-19 test is received.
- If a member of their household displays symptoms (or receives a positive COVID-19 test) they should self-isolate for 10 days. Should the household member receive a negative test result, the child may return to school.
- Should a confirmed or strongly-suspected case of COVID occur in school, all staff and children within the associated 'bubble' must be sent home and told to self-isolate for 10 days (or until a negative COVID-19 test is received).
- Children and staff are eligible for a COVID-19 test and a test should be arranged should any symptoms be shown and following advice from NHS 111.

However, individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:

- they are fully vaccinated
- they are below the age of 18 years and 6 months
- they have taken part in or are currently part of an approved COVID-19 vaccine trial
- they are not able to get vaccinated for medical reasons

Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.

Staff who do not need to isolate, and children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact, should continue to attend school as normal. They do not need to wear a face covering within the school, but it is expected and recommended that these are worn when travelling on public or dedicated transport.

Policy Adopted by Governors on: 30/09/2021

Policy Last Reviewed on: 30/09/2020

Policy Due for Review on: 30/09/2022