

Haggerston School

Aspiration Creativity Character

Attendance Policy - Covid-19 Addendum March 2021

(Applicable to Years 7 to 13)

Last updated: 5th March 2021

PARENTS/CARERS - PLEASE ENSURE THE SCHOOL HAS UP TO DATE HOME/WORK AND MOBILE TELEPHONE NUMBERS. (Aside from safety reasons, if your child is taken ill in school with COVID-19 symptoms, they will need to be collected quickly from school.)

1) Does my child have to attend school as of the 11 March 2021?

All children, in all year groups, are expected to attend school in March according to the return dates published to parents by the Headteacher unless they have had a shielding letter during the current lockdown.

2) Travel to school

Children (so far as is practical) need to maintain social distancing on arrival to school. Public transport should be used only if necessary and masks should be worn in accordance with government guidelines. Children will need to plan their routes and walk or cycle if they live within two miles of the school. They should avoid walking in large groups. Walking with siblings and or walking with one or two others in their class groups (whilst socially distancing) is advisable to keep their bubbles as small as possible.

3) Punctuality to school

Normal punctuality rules will apply from your child's start date back at school on the 11th March 2021. Children must not be late to school as it reduces their period 1 learning. Our first lesson of the day is always a lesson.

4) Entrance to school

Year 13 and 12 will enter via Weymouth Terrace for timetabled lessons only
Year 11 will enter via Dunloe Street - to be on site by 8.30am
Year 10 and 9 via Thurtle Road (Pedestrian Gate) - to be on site by 8.30am
Year 8 and 7 via Queensbridge Road - to be on site by 8.30am

The use of different gates is to ensure children are able to enter the school using social distancing. Children need to enter sensibly and calmly, adjusting their pace and keeping their distance.

5) Where does my child go if they are late in the morning and their gate is shut?

Firstly, children must not be late because this reduces learning time and disrupts the learning already happening in a lesson. Any further lost learning time going forward will compound the time that has already been missed due to lockdowns.

However, if a child is unavoidably late (and their gate is shut), they must go to the Weymouth Terrace entrance and explain why they are late to a member of staff. Corrections will be

awarded for **all** lateness. If there is a specific reason as to why corrections should not be awarded, the child must see their Head of Year who will discuss the matter with them.

6) My child is ill, what do I do?

- a) Ring the school's absence line by 8.45am and leave a **specific** message explaining why.

6A POSSIBLE COVID-19 ILLNESS

If your child has ANY COVID-19 symptoms, he/she MUST NOT come into school.

If anyone in your household has ANY COVID-19 symptoms, your children MUST NOT come to school.

This means:

- a fever (37.8 or higher),
- a continuous cough or a new persistent cough
- a loss of their sense of taste or smell

A COVID-19 test must be booked.

When a parent/carer calls the school to report a COVID-19 or suspected COVID-19, they must give the names of all the children in the household as they will all need to self-isolate.

Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet. Most tests are returned within 24 hrs when a booking is made. This route is advisable to reduce lost learning days. **The school must be informed about the test result and children cannot return to school without prior communication as to the test result.**

If a child tests **negative**, they can stop self-isolating and return to school if they are well enough to do so. Other members of their household can also stop self-isolating.

If a child tests **positive**, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' and must continue to self-isolate for 10 'full' days from the onset of their symptoms and return to school **only** if they do not have symptoms other than cough or loss of sense of smell/taste. (This is because a cough or anosmia can last for several weeks once the infection has gone.)

The 10 day period starts from the day after they first became ill or the day after the date of the test. (If symptoms begin several days after the test, day 1 becomes the first day after the symptoms began.)

Cases of Coronavirus known to the school will be treated confidentially.

6B A POSITIVE TEST FROM ASYMPTOMATIC TESTING AT HOME

Please notify the school as soon as possible so that the contact tracing process can begin. Your child should self isolate at home for the full 10 days (day 1 being the day after the test result was obtained.) A PCR test should be booked if the test was completed at home to confirm the result. In this case, the household should also self isolate and siblings should not come to school. If symptoms develop during the 10 days, the full 10 days would restart (day 1 in this example would now become the day after the symptoms began). Please let the school know if this happens so that we can adjust your child's/siblings expected return to school date.

6C NON COVID-19 ILLNESS

For a non COVID-19 illness, normal attendance rules and procedures would apply. Unless children are too ill to be in school, they should be in school. The number and lengths of illnesses are monitored and if a child's absence falls below expected levels, it would be followed up with our normal procedures. Medication for minor illnesses can be stored at reception for non feverish headaches/period pain etc.

However, please note, if a suspected non-COVID illness presents with ANY COVID symptom: i.e: fever/continuous cough/loss of taste and smell, self isolation must begin and the school must be informed. (Two examples are given below to illustrate this point). A test must be taken and the result shared with the school before the child can return. This must be treated as COVID-19 illness until a negative test has been returned. After a negative test, children should only return if they are well.

Examples:

If your child has vomiting and a temperature, a COVID-19 test MUST be taken and COVID-19 policy above followed until COVID-19 is ruled out. (Reason - a temperature is a COVID-19 symptom.)

If you think your child has flu, a COVID test MUST be taken and COVID-19 policy above followed until COVID-19 ruled out. (Reason - COVID-19 causes flu like symptoms)

7) One of my children has a COVID symptom, can his/her sibling come to school?

No. Siblings must not come into school if their brother/sister shows symptoms and or has a positive test. The sibling(s) must self isolate for 10 full days or until a negative test result has been returned for the symptomatic person.

8) We have been vaccinated or we have had Coronavirus, do we need to self isolate?

At the time of writing this document, yes you must still self isolate until a negative test result has been returned.

9) A member of the household is ill with COVID-19 symptoms, but my child has no symptoms, can they come in?

If a member of the household displays symptoms, any children in the same household would need to self isolate for 10 full days unless a negative test was returned. Day 1 is counted from the day after the first person developed symptoms. If a second person in the household then developed symptoms during the self isolation period, day 1 for that person becomes the first full day after symptoms developed. Self isolation periods must be adhered to before a child can return to school where a positive case has been identified

10) My child has a cough, can they come in?

This will depend on the probable cause. For example, for a hayfever related cough, children should bring their antihistamines to school, leave at reception with their name and tutor group on it, and be in school. If the cough was a new continuous cough (ie a COVID-19 symptom) the child and household should be at home self isolating until a COVID test has determined the next steps. (See item 6 above)

11) NHS test and trace have contacted us

If a member of your household is told by NHS test and trace to self isolate, the self isolation guidance must be followed by the household (this will be for 10 full days). If your children are NOT primary contacts of the infected person, they may come to school. However, if the person with the primary exposure became symptomatic, your household would then need to isolate and any children must not come to school until the 10 days have been completed in full.

12) My child or a member of the household had the shielding letter from the government. What should I do?

Individuals defined as Clinically Extremely Vulnerable will have received shielding letters in the last few weeks. These are currently valid until we are advised otherwise by the government.

Children who have a shielding letter must not come to school at the time of writing. To authorise the absence and plan for your child, the school will require a copy of the shielding letter. Work will be set by the school on the DPR for your child and your child will need to complete the work set.

If a member of the household has a shielding letter, the rules are different. In this case, children must attend school. The school has a duty to follow up any non attendance in this case. This could involve interventions such as fines in the case of persistent absence. The school has to implement the government's guidance as directed but the school appreciates this may be a sensitive matter in some families. Families should contact the school so that we can work together if there are any concerns about children returning to school.

13) Will I be fined if I do not send my child to school?

We would prefer this not to happen especially in the current situation, but parents and schools have a legal duty to ensure all children are in school as of the 11th March. We will work with families using our normal procedures but if children are persistently absent without appropriate supporting evidence, fines and or court action (Yrs 7 to 11) are possible.

Absences relating to coronavirus do not count as a negative attendance and therefore does not reduce a child's attendance percentage. Repeated general illness (not Coronavirus related) does bring down a child's attendance percentage and would be followed up as per our normal procedures.

14) I have heard there is a positive case of a child at the school. What happens now?

Children who have been primary contacts of the infected person will be identified using our contact tracing systems. These children will be sent home for a period of 10 full days. (Day 1 is counted as the day after the child was sent home.) Families will be notified of return dates when their child is sent home. Children sent home from school must self isolate respecting the self isolation rules in full.

Siblings of a primary close contact may come to school UNLESS the primary contact becomes ill in which case the household should self isolate.

In the case of two positive test results within 14 days, the school will report this to the Local Public Health Protection team and seek guidance. If in school transmission is suspected your child's bubble may be sent home for a period of time.

15) I have heard there is a positive case of a child at the school. My child was not close to this child but I am afraid to send my child to school in incase they catch the virus.

Children are taught either in year group bubbles. If a bubble is sent home, these absences would be authorised. If children are absent (due to fears relating to COVID) but are not part of the bubble that has been sent home, this would be considered an unauthorised absence and normal absence procedures and follow up with regards non attendance to school would apply.

The school is taking considerable measures to keep staff and students safe. As well as robust absence reporting procedures to keep COVID-19 off site, the school has implemented:

- One way systems in corridors
- Reduced student movement between lessons by implementing double lessons
- Considerable infection control measures for regular handwashing/hand sanitising
- Considerable guidance to parents so that they know when not to send their children to school to reduce the chance of on site transmission.
- The use of the catch it, kill it, bin it approach re sneezing/coughing.
- Specific year group entrance/exit gates.
- 'Bubble only' lunchtimes to avoid mixing with children from other bubbles. The canteen is cleaned thoroughly between year groups.)Each year group is its own bubble.)

More detailed and extensive information on how the school is being made safe for all is available in the Headteacher's letters home/parent bulletin which are accessible through the website.

16) My child came home ill with suspected Coronavirus. How long do they stay off for?

Unless there is a negative test, your child should be at home for 10 full days. Your household must also isolate during this time for 10 full days.

Please note, if we are sending a child home with suspected Coronavirus, they must be collected by a parent or carer. Children are not to use buses or public transport.

17) My child's bubble has been sent home during the school day. What happens now?

A 10 day self isolation period begins for all children in the bubble. This means your child must remain at home for a full 10 days. Your child should try to keep their distance at home as best as they can and should use a separate bathroom where possible.

18) I have booked a holiday abroad and now we have to quarantine. Can I end the quarantine early in the case of a negative test?

You must follow the quarantine periods as laid out by the government and you must adhere to the approach for red list counties.

Quarantine guidance

As per our normal policy, holidays are not permitted in term time. For this year, we would advise not taking your children abroad at any point during the holidays if a quarantine or self isolation was likely on your return and would impact on term time education. Please try to avoid booking holidays abroad in the last two weeks of August this year as travel restrictions/quarantines can be highly unpredictable and subject to last minute change.

Thank you for reading this document and please keep it handy for reference.

Government guidance is expected to evolve through the summer of 2021. The latest version of this document will be on the school's website and we will notify you if there are any changes.