



2nd September 2020

Dear Parent/Carer

Re. Coronavirus Related Absences

As we are now close to welcoming all of our students back to school, we are aware that many of you may have some questions relating to your child not attending school due to a Covid-19 related circumstance.

Please see the guidance below which gives you advice on the actions you will need to take.

What to do if...	Action needed	Return to school when...	Attendance code
<p>...my child has coronavirus symptoms</p> <ol style="list-style-type: none"> High Temperature : This means your child feels hot to touch on the chest or back New, continuous cough: This means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours Loss or change to your child's sense of smell or taste: This means your child cannot smell or taste anything, or things smell or taste different to normal 	<ul style="list-style-type: none"> Do not come to school Contact school daily Self-isolate Get a test Inform school immediately about test result 	<p>...the test comes back negative</p>	X
<p>...my child tests positive for coronavirus</p>	<ul style="list-style-type: none"> Do not come to school Contact the school daily Self-isolate for at least 10 days Inform school immediately about test result 	<p>...they feel better. They can return to school after 10 days even if they have a cough or loss of smell/taste. These symptoms can last for several weeks once the infection is gone.</p>	I
<p>...somebody in my household has coronavirus symptoms</p>	<ul style="list-style-type: none"> Do not come to school 	<p>...the household member test is negative</p>	X





	<ul style="list-style-type: none"> ● Contact the school daily ● Self-isolate ● Household member to get a test ● Inform the school immediately about test result 		
...somebody in my household has tested positive for coronavirus	<ul style="list-style-type: none"> ● Do not come to school ● Contact the school daily ● Self-isolate for 14 days 	...the child has completed 14 days of self-isolation	X
...NHS test and trace have identified my child as a 'close contact' of somebody with symptoms or confirmed coronavirus	<ul style="list-style-type: none"> ● Do not come to school ● Contact the school daily ● Self-isolate for 14 days 	...the child has completed 14 days of self-isolation	X
...we/my child has travelled and has to self-isolate as part of a period of quarantine	<ul style="list-style-type: none"> ● Do not take unauthorised leave in term time ● Consider quarantine requirements and FCO advice when booking travel ● Provide information to school as per attendance policy <p><u>Returning from a destination where quarantine is needed:</u></p> <ul style="list-style-type: none"> ● Do not come to school ● Contact school daily ● Self-isolate for 14 days 	...the quarantine period of 14 days has been completed	X
...we have received medical advice that my child must resume shielding	<ul style="list-style-type: none"> ● Do not come to school ● Contact school as required by the pastoral team ● Shield until you are informed that 	...school inform you that restrictions have been lifted and you child can return to school again	X





	<p>restrictions are lifted and shielding is paused again</p> <ul style="list-style-type: none"> • Copy of medical letter advising shielding to be supplied to the school 		
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In the event of a student or staff member in our school testing positive, we will follow the Government Guidelines as set out by Public Health England and will inform you immediately of the measures we have been advised to take. The latest government guidance can be found [here](#).

This is the specific part of the guidance related to our approach to the action we need to take in case of a local lockdown. This can involve a rota system and not all students attending school all of the time. You can read the guidelines [here](#).

All other absences not related to Covid-19 will be recorded in the normal way (please see our attendance policy [here](#) for further information on attendance codes etc).

Should you have any further questions regarding this or any other attendance issue please do not hesitate to contact Mrs Jeanette Low our Attendance & Welfare Manager on the school number or via email at jlow@rodingvalley.net

Yours sincerely

Mrs S Jenner
Headteacher

Miss S Dyer
Deputy Headteacher

