

# St Peter's CE Primary School

## Attendance Policy addendum - COVID-19

### Aims of this addendum

- To maximise attendance of all children, supporting achievement in learning.
- To provide an environment which encourages regular attendance and makes attendance and punctuality a priority for all those associated at the school.
- To monitor, communicate and support children whose attendance is a cause for concern and work in partnership with parents and carers to resolve any difficulty.
- To analyse attendance data regularly to inform future policy and practice.
- To support the control of infection of Covid 19

### Why attendance is important

- Children who have persistent absence from school, suffer, not only from the days that they are away, but also struggle when they return.
- 'Chunks' of teaching and learning have been missed, meaning the child is constantly trying to play 'catch up' with their peers which can have an effect on their self-esteem and their desire to be at school.
- Friendship groups can be more difficult to sustain as children will ultimately form stronger bonds with those they see on a regular basis and there is the danger that children with persistent absence end up on the periphery of social groups, again reducing their desire to come to school.

### Attendance during the Covid 19 pandemic

We would like to reassure you all that every preventative measure has been taken to enable our children to be in school. We aim to keep them as safe as possible, with all reasonable social distance measures in place, in line with the latest government guidance, which changes as the pandemic continues.

If your child is attending school and becomes unwell, with a temperature, persistent cough or loss of taste or smell please inform the school, immediately to seek advice. Please do not administer medicine (calpol/ibuprofen) if your child has a temperature, before the start of school. This will mask any symptoms.

We will contact you immediately to collect your child in the case of them becoming unwell at school. It is important that we have your most up to date contact details.

If a member of your family becomes unwell, with any of the COVID-19 symptoms, then please inform us immediately and keep your child at home for 14 days.

If your child has a positive test for Covid they must not attend school for 10 days following the onset of symptoms.

# When to keep your child at home



If child shows any COVID 19 symptom they cannot return to school without receiving a negative test

Tests: call 119 or [click here](https://www.wigan.gov.uk/Resident/Crime-Emergencies/Coronavirus/Request-a-test-for-Coronavirus.aspx)  
Or <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/>

If you are contacted by NHS Test and Trace (and your child was with you during contact with infected person, you and your child must self isolated for 14 days even if you have had a negative test.

### Term time absence

Absences from school will be considered on an individual basis, parents/carers will complete an absence request form/present a medical appointment letter, and a decision will be made to authorise or unauthorise the absence.

Any planned absence should be communicated to school. During the COVID-19 pandemic no absence will be granted during term time unless there are clear, extenuating circumstances, that the head teacher considers valid enough to authorise. Any absence taken, which has been applied for and declined, may result in a penalty notice being issued and a subsequent fine per parent for each child taken out of school will be incurred. Failure to pay the fine will result in Legal Proceedings.

### Reporting to parents and carers

All absences, both authorised and unauthorised, and lateness will be reported to the parent/carer termly or more regularly where there are concerns regarding persistent absence. If concerns are raised by this analysis, the school will operate it's graduated response, working alongside families in order to improve the attendance of their child(ren). During the pandemic these discussions may be organised remotely.

### Remote learning

It is widely recognised that children's learning has suffered during the lockdown in 2020, and schools have been tasked to support children to 'catch up.' We need to work collaboratively with home to achieve this. St Peter's CE Primary School will offer opportunities for home learning if a child is absent because of Covid 19, in the household, but not unwell, so that their learning will not suffer.

The home learning will be closely aligned with what is happening in class and communication will be offered with the class teacher. There is an expectation that all children will participate in their learning in these circumstances.

The weekly plans are available on the class pages. Please get in touch by phone (01942 204041) or by email ([enquiries@admin.ashtonsaintpeters.wigan.sch.uk](mailto:enquiries@admin.ashtonsaintpeters.wigan.sch.uk)) if you need support with this.