



## Pupil Absence - Quick Reference Guide for Parents / Carers

What to do if ...	Action needed ...	Return to the academy...
Your child has <b>one or more recognised Covid-19</b> symptom: <ul style="list-style-type: none"> <li>• <i>High temperature – hot to touch on chest or back</i></li> <li>• <i>New, continuous cough – coughing a lot more for more than one hour or 3 or more coughing episodes in 24 hours</i></li> <li>• <i>Loss or change to sense of smell or taste</i></li> </ul>	<b style="color: red;">Do not send them to the academy.</b> <ul style="list-style-type: none"> <li>• Contact the academy by 9.00am to inform us your child is displaying recognised Covid-19 symptoms and will be absent from the academy, including the <b>date symptoms started</b>.</li> <li>• The household (<b>including siblings</b>) should self-isolate following current guidance and you should book a <b>test for your child</b>.</li> </ul>	If the outcome of the test is <b>negative</b> and your child is well enough to return.  Please inform us by emailing <b>office@croxbyprimary.co.uk</b> of the outcome of the test <b>before</b> returning your child to the academy. Please include a copy of the result.
Your child tests <b>positive</b> for Covid-19.	<b style="color: red;">Do not send them to the academy.</b> <ul style="list-style-type: none"> <li>• Email office@croxbyprimary.co.uk to inform us your child has tested positive for Covid -19– including a copy of your test result</li> <li>• Your household should continue to self-isolate following current guidance.</li> <li>• Your child and any siblings at the academy will be able to access lessons remotely if they are well enough to do so.</li> </ul> <i>As part of Test &amp; Trace, we are likely to call you back for more information in this instance.</i>	After the recommended 10-day isolation period (as advised) if your child is well enough they can return to the academy.  They should not return, if they still have a high temperature.
Your child tests <b>negative</b> for Covid-19	<b style="color: red;">Send them to the academy.</b> <ul style="list-style-type: none"> <li>• Your child can return, if they are well enough to do so.</li> <li>• If they are still unwell they can access lessons remotely until they are well enough to do so.</li> <li>• Please inform us by emailing office@croxbyprimary.co.uk of the outcome of the test <b>before</b> returning your child to the academy, including a copy of your test result.</li> </ul>	If your child is well enough to do so.  <i>N.B. If your child is self isolating following contact with a positive case or with a member of their household testing positive, they must complete their 10 day isolation period first.</i>
<b>Someone in your household</b> has one or more recognised Covid-19 symptoms: <ul style="list-style-type: none"> <li>• <i>High temperature – hot to touch on chest or back</i></li> <li>• <i>New, continuous cough – coughing a lot more for more than one hour or 3 or more coughing episodes in 24 hours</i></li> <li>• <i>Loss or change to sense of smell or taste</i></li> </ul>	<b style="color: red;">Do not send your child to the academy.</b> <ul style="list-style-type: none"> <li>• Email or call the academy before 9.00am to inform us your child will be absent due to household isolation, including the date symptoms started.</li> <li>• Your household should self-isolate following current guidance and you should book a <b>test</b> for the household member with symptoms.</li> <li>• Your child and any siblings at the school will be able access lessons remotely if they are well enough to do so.</li> </ul>	If the person receives a <b>negative</b> outcome. Please inform us by emailing office@croxbyprimary.co.uk of the outcome of the test <b>before</b> returning your child to the academy, please include a copy of your test result.  If the person receives a positive outcome- After the appropriate self-isolation period (currently 10 days for the person with symptoms and family members), unless they develop symptoms during that time (see scenario 1).
Someone in your <b>household</b> has tested <b>positive</b> for Covid-19.	<b style="color: red;">Do not send your child to the academy.</b> <ul style="list-style-type: none"> <li>• Email the academy to inform us your child will be absent from due to household isolation following a positive household test, including the date symptoms started and test date (including a copy of your test result)</li> <li>• Your household should self-isolate for 10 days from the first day the person testing positive displayed symptoms.</li> <li>• Your child and any siblings at the school will be able access lessons remotely if they are well enough to do so.</li> </ul>	After the appropriate self-isolation period (currently 10 days for the rest of the household), unless they develop symptoms during that time (see scenario 1).
Your <b>child at Croxby</b> has been advised to self-isolate due to being in contact with someone who has tested positive for Covid-19.	<b style="color: red;">Do not send your child to the academy.</b> <ul style="list-style-type: none"> <li>• Email the academy to inform us your child will be absent due to being contacted by Test and Trace (including a copy of your notification)</li> <li>• Your child should self-isolate for 10 days, as advised by Test and Trace.</li> <li>• Your child will be able access lessons remotely if they are well enough to do so.</li> </ul>	After 10 days (as advised), only if your child is not displaying recognised Covid-19 symptoms.
You, or a <b>member of your household</b> have been advised to self-isolate due to being in contact with someone who has tested positive for Covid- 19.	<b style="color: red;">Send your child to the academy</b> <ul style="list-style-type: none"> <li>• Unless you or anyone in your household displays recognised Covid-19 symptoms, your child can come to the academy.</li> </ul>	
My child is unwell and they are too ill to come to the academy, however their symptoms are not recognised Covid-19 symptoms.	<b style="color: red;">Follow normal absence procedures.</b>	When your child is well enough to return (leaving 24 hours after last episode if they had sickness or diarrhoea or 48 hours if both present).

For more information on Coronavirus symptoms, self-isolation and treatment: <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/>

For information on testing: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/>