



Covid -19 related pupil absence A 'quick' reference guide for parents

This update does not replace the information in our re-opening plan but seeks to provide a step by step reference for families to help keep the school and community safe.

Scenario One	Action taken by families	Action taken by school
Child is unwell – does not display any covid-19 symptoms.	<p>Follow normal school procedure for illness; Inform school by email or telephone. Keep child at home until well enough to attend school. Liaise with GP/Healthcare as necessary. Children with vomiting/stomach upset symptoms should remain off school for 48 hours. Siblings should come to school as usual.</p>	<p>School will liaise with families as normal.</p> <p>School will not inform other families within the bubble of any absence in this case.</p>

Covid-19 symptoms to look out for are: high temperature, a new continuous cough, a loss of taste or smell. Further information can be found at: [symptoms of coronavirus](#)

Scenario Two	Action taken by families	Action taken by school
Child is at home and displays covid-19 symptoms.	<p>Parents should keep the child at home. Parents should keep any siblings at home. Parents should inform school as soon as possible. Child with symptoms should isolate for 10 days from initial symptoms. The rest of the household should isolate for 14 days from day one of the child's initial symptoms.</p> <p>UNLESS</p> <p>The child has a covid-19 test and the test result comes back negative. This means siblings may return to school.</p> <p>Child with symptoms may return to school when they feel well enough.</p> <p>A covid-19 test can be booked here: book a test</p>	<p>School will liaise with families as normal.</p> <p>School will not inform other families of any absence in this case.</p> <p>Work will be set for siblings isolating alongside the child to complete.</p>

Scenario Three	Action taken by families	Action taken by school
Child develops covid-19 symptoms at school.	<p>Parents need to collect their child as soon as possible.</p> <p>Parents should keep any siblings at home. Child with symptoms should isolate for 14 days from initial symptoms.</p>	<p>School will inform parents as soon as symptoms present.</p> <p>School will move the child away from the others.</p> <p>School staff may need to wear PPE while supporting the child.</p>

	<p>The rest of the household should isolate for 14 days from day one of the child's initial symptoms.</p> <p><u>UNLESS</u></p> <p>The child has a covid-19 test and the test result comes back negative. This means siblings may return to school.</p> <p>Child with symptoms may return to school when they feel well enough.</p> <p>A covid-19 test can be booked here: book a test</p>	<p>School will not inform other families of any absence in the event of a negative test result.</p> <p>School will have to communicate with parents if the test result is positive. Details will remain confidential.</p> <p>If the child is well enough but still in an isolating period, work will be set at the parents request for children to complete at home.</p> <p>Work will be set for siblings isolating alongside the child to complete.</p>
--	--	--

Scenario Four	Action taken by families	Action taken by school
A sibling or other household member living in the family home but doesn't come to our school develops covid-19 symptoms.	Parents and families should follow the actions taken for scenario two.	<p>School will liaise with families as normal.</p> <p>School will only inform families in this case if directed to by public health.</p> <p>School will set work for children isolating in this instance.</p>

Scenario Five	Action taken by families	Action taken by school
A child has tested positive for covid-19.	<p>The household should follow guidance given to them at the point of testing and begin to self-isolate.</p> <p>The parents must inform school as soon as possible.</p> <p>14 days after the initial symptoms presented the child may return to school providing they feel well enough.</p> <p>If their cough or loss of taste/smell is still present they may return to school.</p> <p>Their high temperature must have gone completely in order for them to return to school. Parents must not medicate to control temperature in order to facilitate a return to school.</p> <p>Household members need to isolate for 14 days.</p> <p>If a household member develops covid-19 symptoms during this period they should</p>	<p>School will support the family.</p> <p>School will liaise with Public Health England. At Plaistow and Kirdford our PHE branch is:</p> <p>Surrey and Sussex HPT (South East) Public Health England County Hall North Chart Way Horsham West Sussex RH12 1XA Email PHE.sshpu@nhs.net Telephone: 0344 225 3861 Out of hours advice: 0844 967 0069</p> <p>School will confirm with families if a confirmed case of covid-19 has been identified.</p> <p>School will liaise with PHE in identifying who has been in close contact with the child who has Covid-19.</p> <p>This will likely be, at a minimum, their class bubble.</p>

	<p>be tested. If their test result is negative they still need to complete the 14 day isolation.</p>	<p>Those identified as being in close contact will need to isolate for 14 days.</p> <p>Households with children who have been sent home to isolate as a result of a positive test result within their bubble do not need to isolate. Only the child sent home will need to isolate.</p> <p>Work will be set for siblings isolating alongside the child to complete.</p>
--	---	---

Scenario Six	Action taken by families	Action taken by school
<p>A child that has been directed to self-isolate as a result of another child/person testing positive develops covid-19 symptoms themselves</p>	<p>Parents should inform school as soon as possible if directed via track and trace procedures</p> <p>Child must self-isolate for 14 days. Get a test if the child starts to show symptoms.</p> <p>A negative test will not enable the child to return to school because Covid symptoms can take 14 days to develop</p>	<p>School will support the family.</p> <p>There is no need for anyone else in the household to isolate unless the child develops symptoms.</p> <p>Work will be set for siblings isolating alongside the child to complete.</p>

Scenario Seven	Action taken by families	Action taken by the school
<p>A child/family return from a holiday abroad from a country that does not have a travel corridor, i.e must quarantine for 14 days</p>	<p>Please do not take unauthorised leave during term time;</p> <p>Whole family must quarantine for 14 days</p> <p>Contact the school to inform them and organise a return date</p>	<p>Following Government guidance;</p> <p>If the country was on the quarantine list prior to departure the 14 days quarantine will be considered unauthorised absence and the parents will be issued with a fixed penalty fine as per West Sussex guidance</p> <p>If the country was exempt on departure and added whilst abroad the absence will be recorded under Covid regulations and no fine will be issued</p>