

RAVENSCOTE JUNIOR SCHOOL

Attendance Policy Covid -19 Appendix from September 2020



National Support School
designated by

 National College for
Teaching & Leadership

Engage Enrich Excel Academies
T/A Ravenscote Junior School
Registered Office: Old Bisley Road, Frimley, Surrey, GU16 9RE
Company Registration Number 9279884 (England and Wales)



Ravenscote Junior School

**Attendance Policy
Covid -19 Appendix from September 2020**

Context

1. Ravenscote Junior school will resume taking an attendance register when pupils in Year 6 start in school and any keyworker or vulnerable children.
2. Ravenscote Junior school will continue with any attendance reporting arrangements that have been made with the local authority with the aim of safeguarding vulnerable children

Resuming the attendance register

Schools should:

- resume taking the attendance register as from the start of Autumn term, pupil attendance is now mandatory.
- use the attendance and absence codes in the following sections when completing the attendance register until there is another update in government guidance

Pupils who are not attending in circumstances related to Covid-19

<p>Not attending in circumstances relating to Covid-19, pupils who have symptoms should self-isolate and get a test. Code X should be used up until the time of the negative test when the pupil can return to school. If a household member tests positive, the pupils should continue to self-isolate for 14 days from when the member of the household first had symptoms- code X again. Self-isolate for quarantine following a trip overseas. (code x can be used for compulsory school age children – usually it is only used where non- compulsory school age children are not expected to attend.)</p>	<p>Register code X</p>
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Pupils who are ill.

<p>Where a pupil cannot attend school due to illness, as would normally be the case, the pupil should be recorded as code I (illness). If a pupil tests positive to Covid-19 they should be recorded as I from date of test result until able to return to school. They should only return to school if they do not have symptoms other than a cough or loss of smell or taste (anosmia). This is because a cough or anosmia can last for several weeks once the infection is gone.</p>	<p>Register code I</p>
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At this time, in line with the Secretary of State's expectations that no parent will be penalised for following official public health advice for their child not to attend a given session, this new category of non-attendance will not count as an absence (authorised or unauthorised) for statistical purposes.

Fining

The ability to issue sanctions, including fixed penalty notices, in line with local authorities' codes of conduct will now apply.

Staggered start times and recording lates

Children should arrive on time so they don't cause an issue for other groups trying to maintain social distancing or come through the office entrance. Any pupils arriving after 08.55am will be recorded as late.

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