



**Denbigh School Attendance policy Addendum – Coronavirus (COVID-19)**

**Coronavirus related absences quick reference guide**

<u>What to do if...</u>	<u>Action needed</u>	<u>Absence code</u>	<u>Return to school when...</u>
...my child has coronavirus symptoms	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school Attendance Officer daily</b></li> <li>• Self-isolate</li> <li>• Arrange a PCR test (<i>not necessary if tested positive on LFD</i>)</li> <li>• Inform school immediately about test result</li> </ul>	Code X	...the PCR test comes back negative and the student feels well enough to return
...my child returns a positive result on a Lateral Flow Device (LFD) test (whether or not they are showing symptoms)	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school Attendance Officer daily</b></li> <li>• <b>Start self-isolating immediately</b></li> <li>• Report the LFD result on Gov.uk</li> <li>• Inform school immediately about test result</li> </ul>	Code I	<p>...they feel well enough to attend school and they have completed 10 days self-isolation.</p> <p>However, they may be able to end the self-isolation on day 6 if they return a negative LFD test on day 5 and another negative LFD test the next day, at least 24 hours later.</p>
...my child tests positive for coronavirus on a PCR test	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school Attendance Officer daily</b></li> <li>• <b>Start self-isolating immediately</b></li> <li>• Inform school as soon as possible about test result</li> </ul>	Code I	<p>...they feel well enough to attend school and they have completed 10 days self-isolation.</p> <p>However, they may be able to end the self-isolation on day 6 if they return a negative LFD test on day 5 and another negative LFD test the next day, at least 24 hours later.</p> <p><i>They can return to school if they still have a cough or change in sense of smell or taste but should continue to isolate if they have a high temperature, runny nose or sneezing, feeling or being sick and/or diarrhoea.</i></p>
...somebody in my household has coronavirus symptoms	<ul style="list-style-type: none"> <li>• <b>The student must continue to attend school</b></li> </ul>	No absence	No absence required.
...somebody in my household has tested positive for coronavirus	<ul style="list-style-type: none"> <li>• <b>The student must continue to attend school</b></li> <li>• <b>Take an LFD test every day for 7 days, if under 18 years and six months or are fully vaccinated</b></li> <li>• <b>Only self-isolate if LFD test returns a positive result (see above).</b></li> </ul>	No absence	No absence required.
...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"> <li>• <b>The student must continue to attend school</b></li> <li>• <b>Follow instructions given by NHS Test and Trace.</b></li> </ul>	No absence	No absence required.
...we/my child has travelled and has to self-isolate as a quarantine period	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school Attendance Officer</b></li> <li>• Self-isolate for designated quarantine period</li> <li>• <b>We do not authorise holidays in term time.</b></li> <li>• <b>Consider quarantine requirements and FCO advice when booking travel</b></li> </ul>	Code X	...the designated quarantine period has been completed

\*Further information and guidance regarding self-isolation can be found online. Useful documents include : <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>



## Updated 26<sup>th</sup> January 2022

- **This additional information is to provide an update on attendance processes related to COVID-19.** It reflects the guidance issued to schools on 26<sup>th</sup> July 2021. We have provided information on the following:
  - Significant symptoms of COVID-19;
  - Sending students home during school day if they display any of the significant symptoms of COVID-19;
  - Guidance for self-isolation;
  - Guidance for those who are considered a close contact with someone who has tested positive for COVID-19;
  - Students who are required by legislation to self-isolate as part of a period of quarantine
  - Update on shielding.
- **From September 2021, attendance will be compulsory and the usual rules on attendance will apply. All students are expected to attend school every day as usual. Schools will resume formal attendance monitoring and actions. It is a parents' duty to ensure that their child of compulsory school age attends school regularly.**
- Although attendance is compulsory, there are some circumstances where students cannot attend school due to COVID-19. This includes:
  - Students who are required to self-isolate as they have symptoms **and are awaiting a PCR test result;**
  - Students who have returned a positive lateral flow device (LFD) test whether or not they are displaying symptoms, or;
  - Students with a confirmed case of COVID-19 **from a Polymerase chain reaction (PCR) test.**
- The significant symptoms of (COVID-19) are recent onset of any of the following:
  - a new continuous cough
  - a high temperature
  - a loss of, or change in, your normal sense of taste or smell (anosmia).
- Additional symptoms which may be early warning signs of COVID-19 in children include the following:
  - upset stomach
  - headache
  - sore throat
  - unusual fatigue.
- LFD tests are **mainly** to be used by those without COVID-19 symptoms. Anyone who has one of the significant symptoms of COVID-19 should arrange for a PCR test, **unless they have tested positive of an LFD test.**
- You should apply for a PCR COVID-19 test as soon as symptoms start, do not wait. We advise that you use an in-person testing facility rather than a postal test if possible.
- **Anyone who is displaying symptoms of COVID-19 but has tested negative on a LFD test must book a PCR test and isolate until the results are received. If these results are negative, they can return to school if they feel well enough to do so, however if the PCR result is positive the must continue to self-isolate.**



## Updated 26<sup>th</sup> January 2022

- You must inform the Attendance Officer if a student is self-isolating, has returned a positive Lateral Flow Device (LFD) test, whether or not they have symptoms, or they have received a positive PCR test result.
- Schools can use a new absence code (code X) which means 'not attending in circumstances related to COVID-19' in specific situations (outlined in the table below). This absence will be discounted from attendance figures for individual students.
- **Once a positive LFD or PCR result is received, this absence must be coded as I (Illness). This absence does count towards individual attendance figures, as authorised absence.**
- **Schools are unable to authorise other absences as 'not attending in circumstances related to COVID-19', including where a parent or student is anxious about attending school because of COVID-19 or where their actions contradict official guidance.**

### Sending students home during the school day if they show any of the significant symptoms of COVID-19

- Where a student presents with any of the significant symptoms of COVID-19 during the school day, they will be required to be collected from school immediately.
- Where a student has become unwell during the school day with any of the significant symptoms of COVID-19, they will be isolated from other students and members of staff whilst they are awaiting collection.
- Any student who displays **any of these symptoms** should begin self-isolation immediately, staying at home, and arrange to have a PCR test for COVID-19 **unless they test positive on a LFD test.**
- Denbigh School can request supporting evidence from families regarding any absence from school. Where the school is not satisfied with the reason given for absence, it may be recorded using one of the authorised absence codes.

### Self-isolation

- A student who has had a positive lateral flow device (LFD) test, should begin self-isolation immediately. **From 11<sup>th</sup> January 2022, students who test positive on LFD do not need to arrange a PCR test. The results of the LFD test should be registered on GOV.uk.**
- **If a student displays any of the significant symptoms of COVID-19 they should self-isolate and arrange to take a PCR test immediately. We advise use of testing centres to ensure this process is as quick as possible.**
- If a student tests positive for COVID-19, **either on a LFD or PCR test**, their self-isolation period includes the day their symptoms started (or the day they had their test, if they did not have symptoms) and the next 10 full days. Students can stop self-isolating after 10 full days if either they do not have any symptoms, or they just have a cough or changes in sense of smell or taste.
- **In line with the reduced self-isolation approach announced on 13<sup>th</sup> December, anyone who tests positive can leave self-isolation 5 full days after the date of their initial positive test if they receive 2**



## Updated 26<sup>th</sup> January 2022

negative LFD results, 24 hours apart, on days 5 and 6, and they do not have a temperature. If you are over 18 years and 6 months there is also a requirement to be fully vaccinated to leave isolation early.

- Where a student has been displaying any of the significant symptoms of COVID-19 but then tests negative on a PCR test and if they feel well enough, they can stop self-isolating and return to school immediately. If the student remains unwell following the test (such as with a different illness), then they will be recorded as code I (illness).
- If a student tests positive for COVID-19, either on LFD or PCR tests, their absence from school will be recorded as a code I (illness – authorised absence) from the time of the positive test result.
- **Anyone who is displaying symptoms of COVID-19 but has tested negative on a LFD test must book a PCR test and isolate until the results are received. If these results are negative, they can return to school if they feel well enough to do so, however if the PCR result is positive the must continue to self-isolate.**
- If a student tests positive, they should continue to self-isolate in line with public health guidance. Code X will be used for the period of self-isolation until the positive test result is received after which they will be recorded as code I (illness) until they are able to return to school. Illness is considered an 'authorised absence'.
- You should inform the School Attendance Officer immediately of results, positive or negative, from PCR tests. **You should also inform them of positive LFD results and where students are displaying any of the significant symptoms of COVID-19.** Parents should contact school, using the normal absence reporting procedures, to report absence in any of these circumstances.

### Students who are a close contact of someone who has symptoms or confirmed COVID-19

- Close contacts will now be identified via NHS Test and Trace.
- **Students who are identified as a close contact of someone who has tested positive for COVID-19 and are below the age of 18 years and 6 months do not need to self-isolate.** This includes if the close contact is a member of their household.
- Those over the age of 18 year and 6 months should refer to official guidance regarding the requirement to self-isolate.
- Students must continue to attend school as normal **and should take an LFD test every day for 7 days.** They should only self-isolate if they test positive. If they do test positive, they should be recorded as code I (illness) until they are able to return to school.
- Students do not need to self-isolate until they receive results of their PCR test and should continue to attend school as normal.

### Students who are required by legislation to self-isolate as part of a period of quarantine

- As usual, parents should plan their holidays within school breaks and should not seek permission to take their children out of school during term time. Families should also consider that their child may need to self-isolate following trips overseas that require a period of quarantine.



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- If a pupil is required to be in quarantine on arrival in, or return to, the UK, a code X will be used in the register.

Pupils who are clinically extremely vulnerable when shielding is advised

- Clinically extremely vulnerable people are no longer advised to shield. All clinically extremely vulnerable students should attend school in line with national expectations.