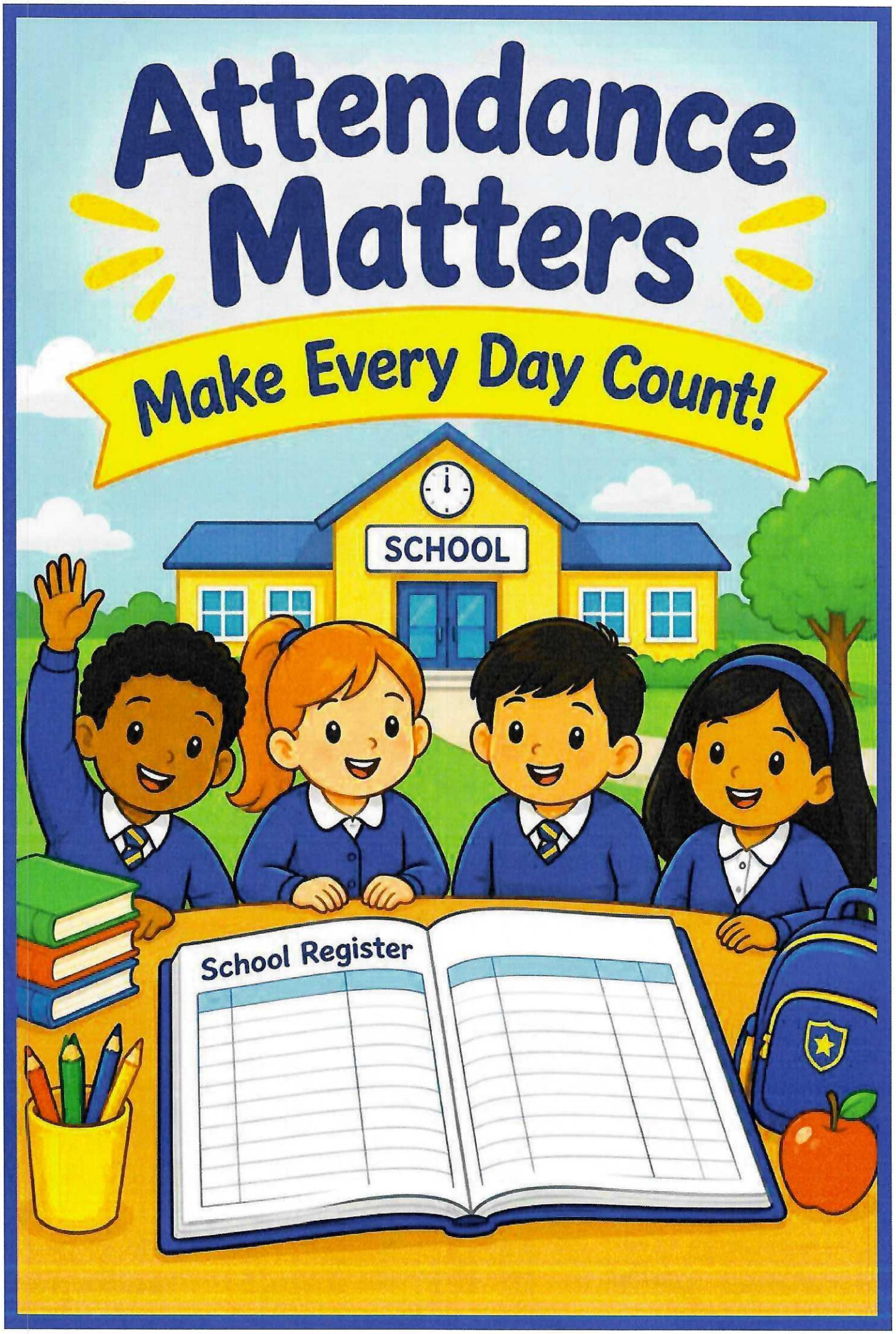
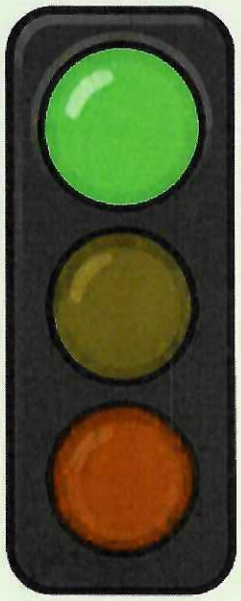

Attendance Matters
Make Every Day Count!
SCHOOL
School Register

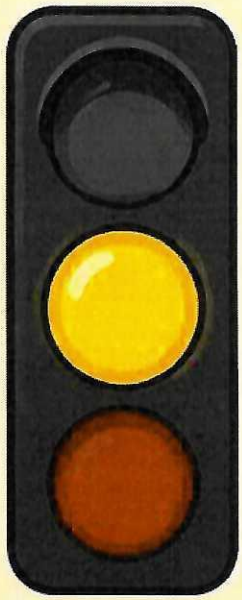
When should my child attend?



Go to school

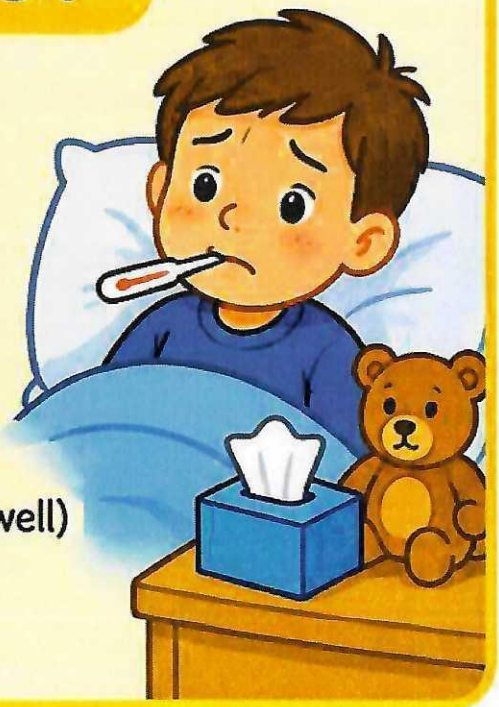
- ✓ Mild cold (no fever)
- ✓ Cough or runny nose
- ✓ Sore throat (no fever)
- ✓ Mild tummy ache
- ✓ Feeling a little under the weather, but still well enough to learn

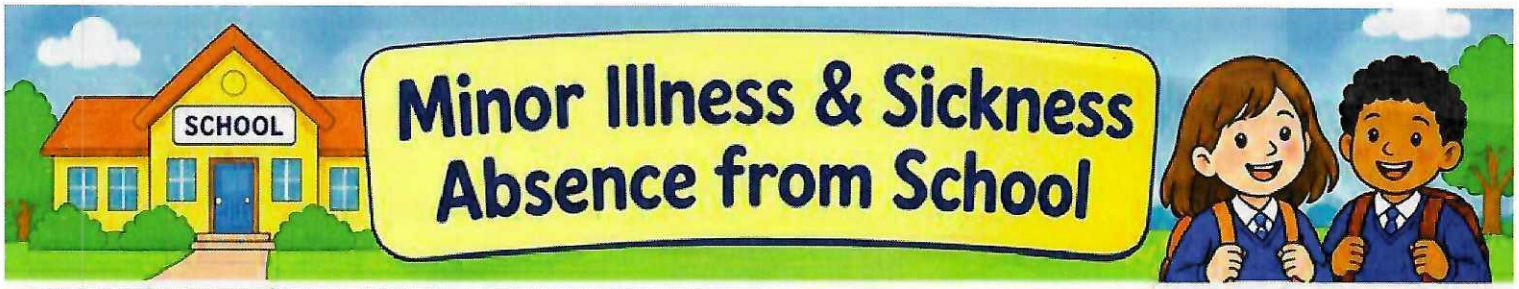




Check first

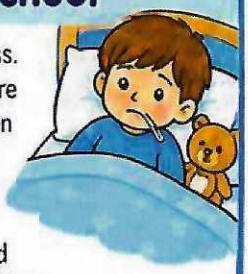
- ✓ Fever (37.5°C or above)
- ✓ Vomiting or diarrhoea
- ✓ Bad cough (chesty or getting worse)
- ✓ Ear infection
- ✓ Strep throat
- ✓ Rash (unless it's a minor rash and your child feels well)
- ✓ If you are unsure, check with your GP or school





Minor Illness & Sickness Absence from School

Avoiding absence from school



The main reason for absence from school is illness. Whilst many of these are for good reason, there are some that could have been avoided. Unless children are acutely ill, they should attend school. We need your help and support to deal with this.

In order to avoid preventable absence, parents and carers need to think carefully about their child's illness presented to them before deciding to keep them off school.

If your child requires a medical appointment they should be made outside of school hours wherever possible.

If your child has an appointment in school time, you must show an appointment card, text or medical letter to the office, to authorise the absence.

GOOD PRACTISE



Think carefully before keeping your child off school for medical reasons. If they wake up saying they feel unwell, consider whether the symptoms they have mean they need to stay at home.

Do not keep your child off school 'just in case', when they could be in class, learning with their friends. Send them into school and we will contact you if we are concerned.

SCHOOL CONTACT DETAILS



You need to make sure that school has your current contact details including:

- Your work, home and mobile telephone numbers
- An emergency contact.

It is important that school is able to contact you during the day if necessary.

INFORMING SCHOOL OF MINOR ILLNESS



If your child is absent due to a minor illness:

- You must contact the school first thing in the morning to inform us of the reason for the absence.
- Advise how long you expect them to be off school.
- Let us know the nature of the illness to help prevent it being spread around school.
- When your child returns to school you should inform the class teacher to confirm the reason for the absence.

ABSENCE FOR LONG PERIODS OF TIME



- If your child is absent from school due to illness for more than 3 days, or is often absent for short periods, school will ask for supporting evidence to confirm the absence.
- If your child is frequently ill, the school nurse will be asked to support and advise parents/carers and school.
- If your child has had 10 sessions of absence in any one half-term you will be asked to come into school for a meeting.

SPECIAL CONSIDERATION IN SCHOOL



You need to inform school if your child has had hospital or surgical treatment and is returning to school with stitches or plaster cast- also if they need restricted P.E. lessons, playtimes and lunchtimes.

If your child has an on-going illness/condition, we may need you to come into school so that we can set up a care plan for them.

HELP AND ADVICE



For further advice you can talk to a member of school staff or the school nurse. If you need any further medical advice, you can call NHS Direct, visit your local chemist, walk in centre or your G.P.





USEFUL CONTACT NUMBERS

NHS DIRECT (24 HOURS) – **111**
SCHOOL NURSE – **CONTACT THROUGH SCHOOL**
ST CLEMENT'S PRIMARY SCHOOL – **0161 301 3268**
PATIENT ADVICE & LIAISON SERVICE – **0161 219 9451**
(For general enquiries about local health services)



When to seek advice and what to do

ASTHMA



If your child has been diagnosed with asthma:

- Inform the office
- You will be given an Asthma Management Card
- This will need to be signed by the child's GP or Asthma Nurse
- The Asthma Card must be updated regularly
- It is the parent/carers responsibility to ensure their child has an in-date, named reliever inhaler in school

The NHS is able to give advice on how to manage your child's asthma to maintain good control and help prevent attacks, which will enable your child to have good attendance at school. If your child has poorly controlled asthma you will be asked to meet with the school nurse.

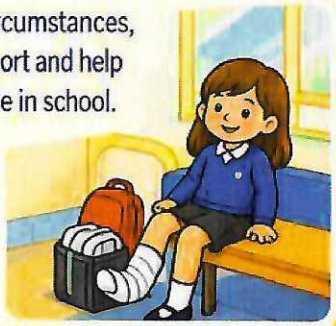
See the school asthma policy on our web site. (www.stclementsprimary.co.uk)

BROKEN BONES



School can often make arrangements, after medical advice, for children with broken bones to be able to come to school (please contact the office in the first instance). Provision will be made for them at break and lunch times to stay inside where necessary.

We may, in exceptional circumstances, be able to help with transport and help your child to be comfortable in school.



CONJUNCTIVITIS



If your child has, or you suspect your child may have, conjunctivitis you will need to:

- Seek medical attention
- Once treated your child does not need to be kept off school
- Encourage your child not to rub their eyes and to wash their hands regularly.



COUGHS, COLDS & RUNNY NOSE



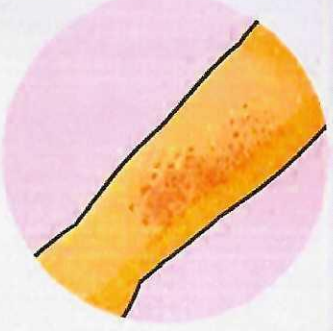
- Children may attend school with minor cough or cold symptoms such as a runny nose, sore throat or headache, as long as they are otherwise well, and do not have a high temp.
- Encourage fluids and rest.
- If it is a bad illness or a long-lasting cough you may need to seek medical advice.
- Don't forget to wash your hands to prevent the illness spreading!

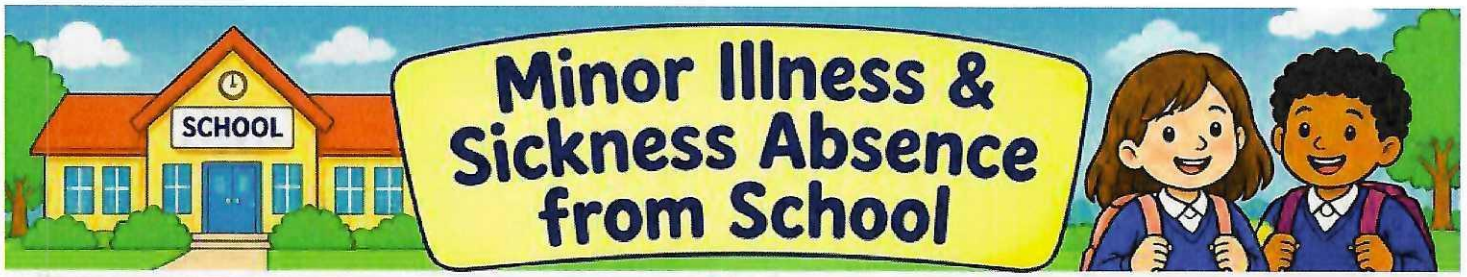
ECZEMA

- Children with eczema can attend school even when it is being treated.
- Pupils should only be absent from school if advised by the GP.









Minor Illness & Sickness Absence from School

HEAD LICE



- This should be treated immediately and again a week later to ensure they are all gone.
- If lice or eggs are still found, this process will need repeating.
- You may take them out of school to treat them – this should take no longer than 2 hours. Once treated they must return to school.
- If you keep your child off school due to them having head lice the absence will unauthorised.
- If your child has long hair, please tie their hair back to help prevent infestation.



IMPETIGO



If your child has, or you suspect they have, impetigo you will need to:

- Seek medical advice
- Keep your child off school until the sores have scabbed over and are healing, or 48 hours after starting treatment
- Remind them to wash their hands regularly and ask them not to share cups or drinks bottles with other children at school, to prevent the illness spreading!
- They should avoid close contact with babies and anyone who is pregnant or has a weakened immune system



MEDICATION

Parents sometimes keep their children off school because they are on medication. In many cases, school are able to help children take their medication at school, and prevent unnecessary absence.

- If your child's medicine is to be taken 3 times a day it can be taken before school, after school and before bedtime to prevent any disruption.
- If your child is taking prescribed medication during school time the medicine must be brought to the office by the parent /carer where they will be asked to complete a form giving details of medication and dosage and authorising a member of school staff to give the medicine to their child.
- If your child is taking over the counter medicine and you want them to have a dose during the day, parent/carers are welcome to attend school to give their child the medicine.



MINOR ACHES and PAINS



HEADACHES

- If your child has a headache with no other symptoms, they are usually well enough to attend school and do not need to be kept at home.



TOOTHACHE

- If they have toothache they should be seen by a dentist as soon as possible.



EARACHE

- If your child has earache you should seek medical advice.

Look after your child's health and keep them learning!

RAISED TEMPERATURE

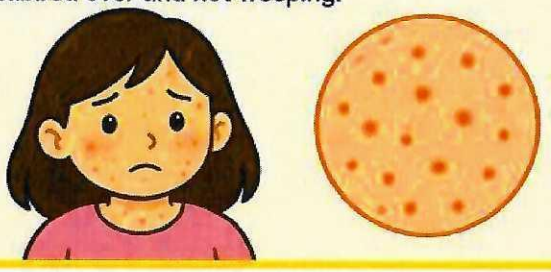
- You can usually identify a raised temperature through your child looking or feeling shivery.
- There are lots of reasons for a raised temperature and if symptoms persist you should seek medical attention.
- As soon as your child is feeling better they can return to school.



RASHES

DO NOT SEND YOUR CHILD TO SCHOOL WITH AN UNEXPLAINED RASH

- A rash is often the first indicator of a number of childhood illnesses which may cover part, or all of the body.
- You will need to seek medical advice before sending your child into school.
- For many illnesses the child can return to school after the incubation period, even though there may still be some visible spots which should be scabbed over and not weeping.



RINGWORM

- See your pharmacist for treatment
- If it's on their scalp – contact your GP



Once your child has been treated they can return to school.

SCARLET FEVER

- If your child has scarlet fever:
- They will need treatment with antibiotics from a GP otherwise they will be infectious for 2-3 weeks.



SORE THROAT

- If your child has a sore throat with no other symptoms then your child is usually well enough to attend school.
- It is only in severe cases that there may be good reason for them to stay at home.
- If you are unsure, please ring the school office.



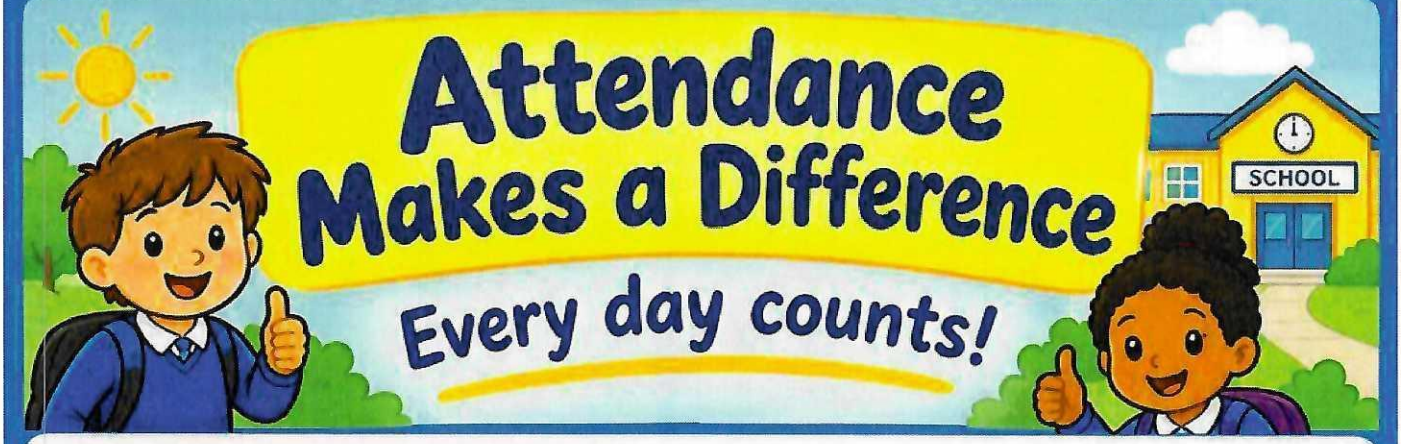
VOMITING and DIARRHOEA

- If your child has vomiting, diarrhoea or both:
- They must be kept at home for 48 hours after the last episode.
- If there is no improvement, as you would expect to see, you will need to seek medical advice.
- Don't forget to wash hands to prevent the illness spreading!



Attendance Makes a Difference

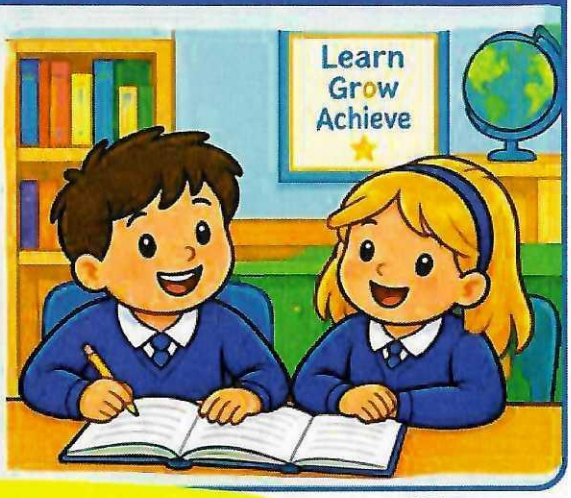
Every day counts!



% Attendance	Number of days absent during a School Year
100% Attendance	**0** day missed = No missed learning
95% Attendance	**9** days of absence = 1 x week and 4 days of learning missed
90% Attendance	**19** days of absence = 3 x weeks and 4 days of learning missed
80% Attendance	**38** days of absence = 7 x weeks and 3 days or learning missed

Why does School Attendance Matter?

- Children who miss a substantial amount of school fall behind their peers and struggle to catch up.
- Most of the learning they miss is never made up, which can then lead to big gaps in their learning.
- Friendships can often be affected by persistent absence. It can be hard for a child who misses lots of school to form relationships with the classmates.





A child who misses school just twice per month will miss out on 18 days of education across the school year – that's nearly 4 weeks!



Thank You!

for supporting your child's attendance and wellbeing.



Contact Us

Telephone:
0161 301 3268

Absence Line:
Press 1

Email:
admin@st-clements.manchester.sch.uk

With Faith, Hope and Love
We Can Achieve Greater Things

Every Day Counts!