

## Alder Grange School: Attendance Information (Monday 11<sup>th</sup> January 2021 onwards) -version 3

We have written this guidance in the form of 'Frequently Asked Questions' and will update it as new information comes to light, changing the version each time – this then is version 3.

*This summary is taken from Department for Education (DFE) guidance 'Restricting Attendance during the National Lockdown: Schools (1)*

**During the period of national lockdown, Alder Grange will remain open to vulnerable children and young people and the children of critical workers only. All other pupils should receive [remote education](#).**

### **Which year groups should now be attending school?**

- You can send your child into school if you are a [critical worker](#) whose work is critical to the coronavirus (COVID-19) and EU transition response including those who work in health and social care and in other key sectors. Children with at least one parent or carer who is a critical worker can go to school if required. This includes parents who may be working from home. We are in regular contact with parents and carers to identify who needs to go to school.
- **Parents and carers who are critical workers should keep their children at home if they can.** This is because we are reducing overall social contact across areas and the country rather than individually by each institution.
- Pupils who are self-isolating should not attend school.
- Clinically extremely vulnerable pupils are also advised not to attend school.

### **What about children classed as 'vulnerable'?**

- Pupils who are classed as vulnerable or for whom we consider to be 'vulnerable' do, where we feel it appropriate, attend school. Where a vulnerable pupil/student is not attending school then we are in regular contact with parents/carers and as such their educational needs are being adequately met through school supported home learning. In addition, we have identified other pupils, not falling into the 'vulnerable group' criterion for which we feel that regular contact is appropriate. We are also in regular contact with these parents/carers and as such their educational needs are also being adequately met again through school supported home learning.

### **When might I be asked to give reasons for my child's absence?**

- In cases connected to COVID-19, for example, those who have been advised to shield or who have tested positive for the virus or have been identified as a close contact of someone who has tested positive. For all other forms of illness, please get into contact with us as you would have normally done prior to the pandemic. As always, please keep in regular contact with us.

## What are the most frequently used register codes?

Code	When this will be used?
/ \	Pupil present in school registration codes / = am \ = pm
L	Late arrival before the register closes at 9:20am
U	Arrived after registration closed
C	Leave of absence authorised by the school
M	Medical or dental appointments
U	Unauthorised absence from school
I	Used for all normal forms of illness. This code is used once COVID-19 has been confirmed. Also, this code is used should a pupil remain unwell following a negative test and will continue to be used until they are well enough to return to school
X	Not attending in circumstances related to COVID-19 (this is not counted on the pupil/student absence record)

- We will continue to record attendance in the register and follow up on absences of the pupils who we are expecting, based on discussion with parents and carers, to be in school. Where a parent wishes for their child to be absent, we will authorise the absence during this national lockdown period and all absences during this period of national lockdown will not be penalised.

## Where can I find wellbeing support for my child?

- For several months now, our pupils/students and yourselves as Parents and Carers have had to cope with a series of challenges surrounding the COVID-19 pandemic. We understand that these are unfortunate circumstances which can potentially impact on your child's opportunity to attend school in a normal way and that potentially this can affect your child's emotional health and wellbeing.
- Many young people have struggled with wellbeing and mental health during the pandemic at different times. As a school we provide a range of support for coping with this. This support is still available during lockdown. If you are worried about your child and would welcome some support from school please contact with us and we will endeavour to support your child in whatever way we can.
- In addition, we would also like to signpost you to our [school website](#) where you can find useful information which supports emotional health and wellbeing.
- As a further means of support in school, your child will be able to use our **School Well-being Hub** in Google Classroom. This will also provide opportunities for your child to talk with members of staff, if appropriate about any issues that may be worrying them. Pupils have been provided with a link to this area by the Form Tutors via Google Classroom.
- To contact school directly you can **e-mail [reception@aldergrange.com](mailto:reception@aldergrange.com) or telephone us on: 01706 223171** for matters of a more confidential nature that you need us to know about please **send an email to Mr Birtles: [dbirtles@aldergrange.com](mailto:dbirtles@aldergrange.com)**

## References

1. [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/952443/210114\\_School\\_national\\_restrictions\\_guidance\\_FINAL\\_140120\\_21.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/952443/210114_School_national_restrictions_guidance_FINAL_140120_21.pdf)