

Attendance FAQ's

I AM CONCERNED ABOUT THE DANGER OF CONTRACTING CORONAVIRUS AND WOULD RATHER NOT SEND MY CHILD TO SCHOOL

The government has been very clear about this. From September 2020 it is expected that all children should attend school and that schools should pursue low or non-attendance with the use of penalty notices and prosecutions. Clearly we would rather avoid this. We understand that some children will be clinically vulnerable and would look to work with you in such circumstances. If this is the case, please ask your medical team to provide a note explaining the situation and we can use this as evidence to support your case.

I SUSPECT MY CHILD OR SOMEONE IN THE FAMILY HAS CONTRACTED CORONAVIRUS

If you think your child or someone in your family has contracted Coronavirus, then please follow the guidelines set out by the government and notify the school. It is important that you self-isolate, get a test, follow the guidelines of 'Track and Trace' and continue to self-isolate if the test is positive, but return to school if not.

MY CHILD SEEMS ILL BUT I DON'T THINK IT IS SEVERE ENOUGH FOR HIM/HER TO TAKE THE DAY OFF. WHAT SHOULD I DO?

Feeling under the weather? – colds, headaches, stomach pains, etc. – affects us all but not to the extent that we need to miss school or work. If your child seems a little under the weather but not quite ill enough to keep them off school, then please do send them in. If they are struggling to manage the day we will look to contact you and arrange to send them home. Medication, both prescription and non-prescription, can be left with the School Nurse if your child should need it during the day.

A child who has an injury, such as a sprained ankle, can be allowed out of lesson five minutes early and can use the lifts. Further to this we have a number of staff that are trained in first aid and who are able to support if there is an emergency.

MY CHILD HAS BEEN SICK, SHOULD I KEEP THEM OFF FOR 48 HOURS

We do not apply a blanket 48 or 24-hour quarantine period. The most likely time for a child to be contagious is before they display symptoms of illness. If your child has been sick and you feel that they are sufficiently well to come to school, then please send them in. In cases of diarrhoea please ensure that the episode has cleared completely.

MY CHILD CLAIMS S/HE IS ILL BUT I DON'T THINK IT IS GENUINE. WHAT SHOULD I DO?

Sometimes your child may want to avoid school. This may indicate there are wider issues that need addressing. Send your child to school and contact your child's House Team about the situation. It is always much better to share any concerns as early as possible. Please refer to our web pages for contact details.

On occasions some students struggle with a range of medical or mental health issues which affects their ability to come to school. On other occasions there may be issues with other students or worries with a member of staff that means as students does not want to attend. If left these types of issues can develop into deep and troubling school refusal. The fear of penalty notices can also add to any existing worries. Our advice here is to work closely with us and to do so from the

moment you first become concerned. If we can build a strong relationship with you and your child, we are more likely to work successfully through difficulties.

MY CHILD IS DEFINITELY ILL WITH FEVER. WHAT SHOULD I DO NEXT?

Contact the attendance manager Mrs Kadir by 8.30am. The contact details for reporting absences on the school website. Please do not leave a message on any other school telephone line regarding your child's absence. If your child will be absent for more than three days, please inform the school so work can be sent home for your child, thus ensuring his or her education is not interrupted.

MY CHILD HAS A DOCTOR'S APPOINTMENT DURING SCHOOL TIME. WHAT SHOULD I DO?

Please try to avoid doctor or dentist appointments during the school day. Appointments are usually available after school hours as surgeries are open until at least 5 p.m. If your child must attend an appointment during school time, please ensure s/he attends school for part of the day at least, leaving early or arriving late (with a note).

THERE IS A FAMILY WEDDING DURING TERM TIME. CAN WE TAKE THE DAY/S AS HOLIDAY?

As a rule, we do not authorise exceptional leave. When students are taken out of school by parents without permission it is an unauthorised absence and may leave parents liable for a penalty notice (fine) from the Local Authority. Please note that if a student is out of school for more than 20 days, s/he will be taken off the school roll and will need to reapply for a place at Oxford Spires Academy via the Local Authority. There is no guarantee they will get their place back as several year groups are oversubscribed.

MY CHILD'S REPORT SHOWS A NUMBER OF UNAUTHORISED ABSENCES. WHAT DOES THIS MEAN?

These are absences we do not consider reasonable and for which the school has not given leave. They include such things as parents keeping children off school unnecessarily; truancy; absences not properly explained. If your son or daughter is on an attendance plan because we already have concerns over their attendance, then odd days off for sickness will be marked as unauthorised. We would need an official notice from your doctor or medical team for us to authorise further absences related to medical issues.

MY CHILD'S REPORT SHOWS A NUMBER OF UNAUTHORISED LATES. WHAT DOES THIS MEAN?

This means your child arrived at school after 8.30 am without good reason. Students should be on site by 8.30m.