

## A Parent's guide for absence due to illness or injury

Ideally every child should be in school every day, sometimes there are occasions when this is not possible due to illness or injury. Please use the guidelines to inform your decision.

A slight cough, cold or 'not feeling too well' are not good enough reasons to miss school. Children often forget about these when they are busy at school.

If you feel that your child is not well enough to attend please contact school on 0161 789 2598 before 8.55am and leave a message. Alternatively if you have other children at school, call at the school office to explain their absence.

Children often 'recover' quickly from their illness surprisingly quickly, if this happens do bring them in late to enjoy the remainder of the day.

If you have concerns please visit the Chemist who can offer advice. If the need appears more urgent then seek an appointment with your GP. For emergencies call 999 the call handler will be able to assess the situation and decide if an ambulance is necessary.

Brothers and sisters should not be kept at home because one is ill. If this causes difficulties please contact school we may be able to help.

Similarly, your own illness is not a reason for your child's absence.

Absence of more than one day due to illness must be supported by evidence - this can be sight of prescribed medication which we will photocopy for our records.

We can provide a slip for your GP Surgery to stamp.

Should your child have an illness or injury whereby they are not allowed to attend school, we can supply work to be completed at home.

When your child is recovering, we would arrange that they start attending again. This does not have to be full time, we can tailor an individual plan of reintegration.

Unfortunately, with the exception of inhalers, we are not allowed to administer medication, but parents are permitted to call into school to do so.

We will contact you if there are concerns about your child's health (please ensure that we have up to date current contact details) this should not be taken as a request to take them home but us asking for your opinion.

Should your child have reduced mobility due to an accident, or is not able to participate in physical lessons, a Risk Assessment has to be undertaken. Please contact school on 0161 789 2598 to arrange this appointment.

Appointments for GP, Dentist or Optician (except in an emergency) should be made out of school hours.

Concerning attendance may be referred to Education Welfare.