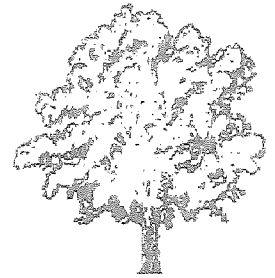


Upperwood Academy



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Wednesday, 23rd September 2020

Dear Parent/ Carers,

As you know our Attendance and Learning has been, and will be, hugely affected this year due to Covid 19 which is unavoidable. We would like to ask that you make sure your child is in school where possible unless of course they have Covid 19 Symptoms, please see the attached poster with Covid 19 advice.

We appreciate everyone who has been following our procedures so far and we hope this continues so that the school can run as smoothly and as safely as possible. Please see below a reminder of Attendance and Punctuality.

Attendance and Punctuality

Punctuality

Due to the current situation, now more than ever, every child needs to be in school on time. This makes it easier to keep bubbles separate.

Illness

If your child is absent from school, you must inform school between 8am and 8:30am on the first day of their absence and explain the reason. This is especially important due to the current situation we are in.

Holiday

If you have booked a holiday, a holiday form (requested from Mr Budd or the school office) must be completed prior to the holiday. We also ask that you inform us of the destination in case of any changes to quarantine rules. Please note Fixed Penalty Notices may be issued if you take holidays in school time.



Check if you or your child has coronavirus symptoms

If you have any of the main symptoms of coronavirus (COVID-19), get a test as soon as possible. Stay at home until you get the result.

Main symptoms

The main symptoms of coronavirus are:

- a high temperature - this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough - this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste - this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Most people with coronavirus have at least 1 of these symptoms.

What to do if you have symptoms

If you have any of the main symptoms of coronavirus:

1. Phone 111 if you are unsure
2. Book a coronavirus test via <https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name>
Or call 119 if you do not have internet access

Anyone you live with, and anyone in your support bubble, must also stay at home until you get your result.

When you have time off of school

If your child has to be off school due to Covid even if they haven't tested positive, we will offer the following:

1. Work for them to complete on Seesaw, if they are well enough
If you need assistance logging into Seesaw, please let us know
2. If you receive Free School Meals they will be offered a daily packed lunch.
Please note this must be ordered in the morning and must be collected by someone from a different household at the arranged time