



Thursday 27 September 2018

Dear Parent/Carer

**Infection Control and Attendance**

With the winter months approaching fast and the weather getting colder, there will be the inevitable onset of bugs and illnesses to contend with. In light of this we wanted to remind you all of the importance of good school attendance and the impact this has on your child's learning. There is a proven link between good school attendance and achievement.

If your child is ill and they need to stay at home, please only keep them off for as long as absolutely necessary. If you are unsure of whether to keep them off, how long they should be off for or when to send them back, then there is a useful link on our website in the parent's menu called 'should my child go to school?' which links to the NHS information and guidelines. Please see the link below. <http://www.nhs.uk/Livewell/Yourchildatschool/Pages/Illness.aspx>.

You can also download the Havering Guidance on Infection Control as a pdf document for your records <https://www3.havering.gov.uk/Documents/Childcare/ChildcareServices2.pdf>.

Please send your child to school as much as you possibly can and be assured that if they are unwell we will look after them here and send them home if necessary.

Whilst we do our best to ensure the guidance is adhered to, if we are not given the correct information from parents there is little else we can do. Please make sure you inform the school of any illness your child has or any symptoms you have seen and follow the supplied guidance as to whether they should attend school.

Please do not be offended if you get a call from your child's teacher asking after them. We have asked teachers to become involved in ensuring that all of our students are in school as much as possible. Similarly, we do not support children being taken on holiday in term time. Even though we appreciate that this can make holidays considerably cheaper, it can also have a detrimental effect on a child's learning. If your child is going to be absent from school for any reason other than illness, please complete the 'absence from learning' form available from our website in the 'forms for parents' menu and submit to the school office as soon as possible.

If you have any questions about attendance, please contact the school office. Thank you very much for your continued support on this matter.

Yours sincerely

Raheel Akhtar

Headteacher

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