



**18 MARCH 2020**

Dear Parents/Carers

**STUDENT ABSENCE**

As parents and carers the current situation is a worrying time. Collectively we must continue to impress upon our children the need for cleanliness particularly hand washing etc.

If your child displays symptoms of the COVID-19 virus, they must self-isolate for 14 days or similarly if they are in a household where someone displays symptoms they must self-isolate. In such cases, this will be regarded as an authorised absence.

However, if you remove your child due to your concern around the virus but they do not meet the criteria above this has to be treated by the school as an unauthorised absence. If this changes due to government intervention we will of course amend our records, however, at present this is the case laid down by the Department for Education.

Yours sincerely

**Mr B Heeley**  
Headteacher