

# Saint Michael's CE High School

*A Church of England Academy*



**Therefore, choose**

**Attendance Policy**

**Addendum  
March 2021**

Our motto is **'Therefore choose [life]'** from Deuteronomy.



We understand this to mean growing in **body, mind and spirit**, so that all who learn and work here may flourish, experiencing the joy and hope of

**'Life in all its fullness'.**

**This is further explained in our Mission Statement,**

*'As a vibrant learning community  
we choose to serve God,  
pursue excellence  
and celebrate the uniqueness of each individual.'*

## **Addendum – March 2021**

This addendum sits together with our current Attendance Policy which is reviewed and updated annually. It has been updated in accordance with Department for Education guidance and the changing circumstances relating to Coronavirus (COVID19). This addendum will be reviewed as new guidance is published and updated as current circumstances evolve.

As school once reopens for all pupils, St Michael's recognise the need to reassess the Attendance policy. This reassessment is based on the Government advice issued by the Department for Education in February 2021.

### **Expectations in relation to attendance**

School attendance will be mandatory for all pupils from 8 March.

The usual rules on school attendance apply, including:

- parents' duty to secure that their child attends regularly
- schools' responsibilities to record attendance and follow up absence
- the schools availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

### **Self-isolation and shielding**

A small number of pupils will still be unable to attend in line with public health advice to self-isolate because they:

- have symptoms or have had a positive test result
- live with someone who has symptoms or has tested positive and are a household contact
- are a close contact of someone who has coronavirus (COVID-19)

The DfE published guidance states growing evidence that many children identified at the start of the pandemic as clinically extremely vulnerable (CEV) are not at increased risk of serious outcomes from coronavirus (COVID-19) and children are gradually being removed from the shielding patient list (SPL) as appropriate, following review with a clinician.

The advice for pupils who have been confirmed as clinically extremely vulnerable is to shield and stay at home as much as possible until further notice. They are advised not to attend school while shielding advice applies nationally.

### **Pupils and families who are anxious about attending school**

It is likely that some pupils, parents and households may be reluctant or anxious about attending school. This may include pupils who:

- have themselves been shielding previously but have been advised they no longer need to shield
- live in a household where someone is clinically vulnerable (CV) or CEV (including young carers)
- are concerned about the possible increased risks from COVID-19 such as those who have certain conditions such as obesity and diabetes

We would like to reassure everyone that our risk assessment is both thorough and constantly under review. If parents of pupils with significant risk factors are concerned, please contact us and allow us to provide reassurance of all the measures we are putting in place to reduce the risk in school.

**CODING: The following codes are to be entered in the register, for pupils who fall under the categories outlined in the table below:**

Category	Definition	Code
Pupils who are not eligible to attend school	A pupil who is self-isolating or quarantining because of COVID-19 in accordance with relevant legislation or guidance published by PHE or the DHSC.	X – Not required in school
Pupils who are eligible to attend school but do not	i) A pupil that is shielding, self-isolating or the pupil has an EHCP and their needs cannot be safely met in school. (Wb 8 <sup>th</sup> March for all pupils who are not attending due to receiving their first test).  ii) A pupil that cannot attend school due to illness.  iii) A pupil that does not attend school - despite being eligible and is not shielding, self-isolating, unable to attend due to illness, nor has an EHCP risk assessment saying their needs cannot be safely met at school.	i) Y - unable to attend due to exceptional circumstances  ii) I – illness  iii) C - leave of absence authorised by the school
Pupils who are eligible to attend school and do	Children of critical workers and vulnerable children	/ - Present
Other authorised and attendance code	Where other specific authorised absence and attendance codes are more appropriate schools may want to use these as usual.	For example, M - medical appointment

**Examples in which 'not attending in circumstances related to coronavirus (COVID-19)' could apply and can be found here:**

<https://www.gov.uk/government/publications/school-attendance/addendum-recording-attendance-in-relation-to-coronavirus-covid-19-during-the-2020-to-2021-academic-year>

Full government guidance is available at: <https://www.gov.uk/government/publications/school-attendance>

Reviewed by J F Chadwick  
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