

**Codicote School**  
**COVID-19 RELATED PUPIL ABSENCE**

A quick reference guide for parents, carers and staff  
Updated: 14<sup>th</sup> December 2020

**DEFINITIONS OF COVID-19 SYMPTOMS**

*Please read these definitions through carefully.*

*If you are unsure, please call the school office to discuss BEFORE sending your child into school 01438 820255 or email [admin@codicote.herts.sch.uk](mailto:admin@codicote.herts.sch.uk)*

## A NEW CONTINUOUS COUGH

### A NEW CONTINUOUS COUGH MEANS:

- you are coughing a lot for more than 1 hour



**OR**

- you have been coughing a lot 3 or more times in 24 hours
- if you normally have a cough, it may be worse than usual.



The coronavirus cough is a dry cough. This means it does not produce any phlegm or mucus (so you do not cough anything up like you would with a chesty cough).

If you have a chest condition you may already cough. If you have symptoms of coronavirus, you may have a cough that is different from your normal cough, or your normal cough may feel worse than usual.

### WHAT TO DO:

- rest
- drink lots of fluids



## A HIGH TEMPERATURE OR FEVER

A high temperature or fever is a normal way for your body to fight infection.

This is because the increase in body temperature makes it harder for viruses and bacteria to survive.



You do not need to take your temperature to know you have a fever.

If you do have a thermometer however, a fever is when your temperature is 37.8C or higher.



**A THIRD COMMON SYMPTOM OF CORONAVIRUS IS A LOSS OF, OR CHANGE IN, SENSE OF SMELL OR TASTE (ANOSMIA).**



## SCENARIOS

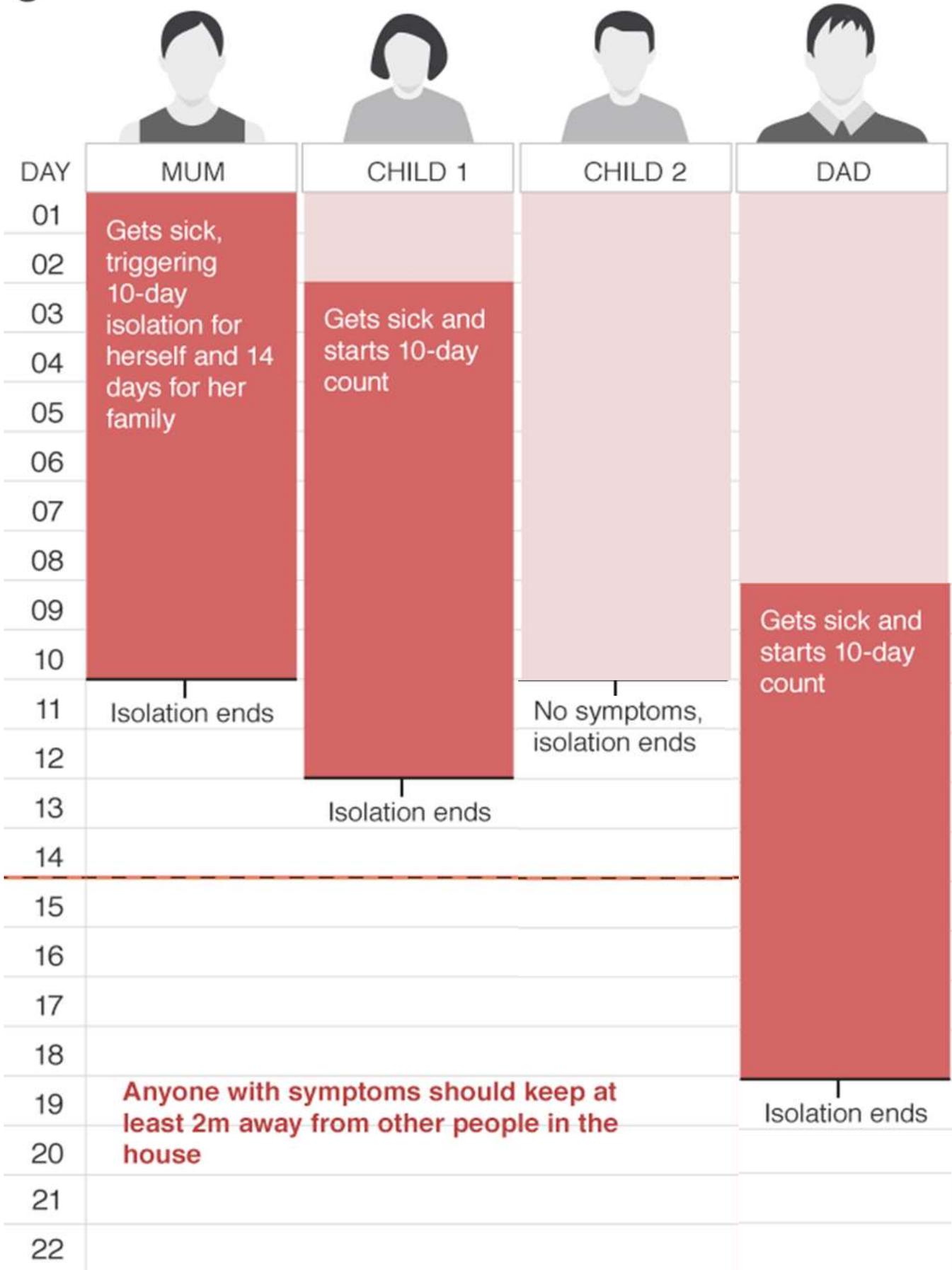
We are updating this list of scenarios as new government guidance is issued and we come across different individual circumstances. A link to the latest version of this document will always be on the newsletter page on our school website, so please check back there regularly: [www.codicote.herts.sch.uk](http://www.codicote.herts.sch.uk)

What to do if...	Action Needed	Return to school when...
<p><b>...my child has any Covid-19 symptoms</b></p>	<ul style="list-style-type: none"> <li>- <b>Do not come to school</b></li> <li>- <b>Contact school to inform us</b></li> <li>- Self-isolate the whole household. See the image at the end of this document for advice about how long other members of the household should self-isolate</li> <li>- <b>Get your child tested</b></li> <li>- <b>Communicate with the school about the test result</b></li> </ul>	<p>...the test comes back negative <b>or</b>            ...10 days have passed since symptoms began, even if they still have a cough or loss of taste/smell. <i>(These symptoms can last for several weeks.)</i>  <b>AND</b> the child feels well.</p>
<p><b>...my child tests positive for Covid-19.</b></p>	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- <b>Agree an earliest date for possible return (minimum of 10 days).</b></li> <li>- Self-isolate the whole household. See the image at the end of this document for advice about how long members of the household should self-isolate.</li> </ul>	<p>...10 days have passed since symptoms began, even if they still have a cough or loss of taste/smell. <i>(These symptoms can last for several weeks.)</i>  <b>AND</b> the child feels well.</p>
<p><b>...my child tests negative.</b></p>	<ul style="list-style-type: none"> <li>- <b>Contact school to inform us.</b></li> <li>- Discuss when your child can come back (same day/next day).</li> </ul>	<p>...the test comes back negative.</p>
<p><b>...my child is ill with symptoms not linked to Covid-19.</b></p>	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- Ring on each day of illness.</li> </ul>	<p>...if a child is sick or has diarrhoea, parents should keep them off school for a period of 24 -48 hours after the last bout of illness.</p> <p>Parents should use this time to monitor them carefully. If they think they have been sick for reasons such as over-eating, over-exertion etc. then they should bring them back to school the next day.</p> <p>If parents have reason to suspect they have been sick or had diarrhoea due to a virus or bug, they should keep the child off for 48 hours from the last episode of sickness or diarrhoea.</p>

What to do if...	Action Needed	Return to school when...
<p>...someone in my household has Covid-19 symptoms.</p>	<ul style="list-style-type: none"> <li>- Do not send anyone from your household to school.</li> <li>- Contact school to inform us.</li> <li>- Self-isolate the whole household.</li> <li>- Household member with symptoms to get a test.</li> <li>- Communicate with the school about the test result</li> </ul>	<p>...the test comes back negative <b>OR</b> ...see the image at the end of this document for advice about how long members of the household should self-isolate</p>
<p>...someone in my household tests positive for Covid-19.</p>	<ul style="list-style-type: none"> <li>- Do not send anyone from your household to school.</li> <li>- Contact school to inform us.</li> <li>- Agree an earliest date for possible return.</li> <li>- Self-isolate the whole household.</li> </ul>	<p>...see the image at the end of this document for advice about how long members of the household should self-isolate</p>
<p>...NHS test and trace has identified my child as a close contact of somebody with confirmed Covid-19.</p>	<ul style="list-style-type: none"> <li>- Do not send the child who has had direct contact to school.</li> <li>- Contact school to inform us.</li> <li>- Agree an earliest date for possible return (minimum of 10 days).</li> <li>- Any other children in your household, who have not had direct contact, can come to school.</li> </ul>	<p>...the child who has had direct contact has completed 10 days of isolation</p>
<p>...NHS test and trace has identified a household member (other than my child) as a close contact of somebody with symptoms or confirmed Covid-19.</p>	<ul style="list-style-type: none"> <li>- The household member must self-isolate for 10 days.</li> <li>- Child can continue to attend school.</li> </ul>	<p>...child can continue to attend school</p>
<p>... a sibling attending another school has been sent home to self-isolate due to there being a positive case in their school.</p>	<ul style="list-style-type: none"> <li>- Sibling at other school must self-isolate for 10 days.</li> <li>- Child at Codicote can continue to attend.</li> </ul>	<p>...child at Codicote can continue to attend school</p>
<p>... my child has travelled abroad from a country or territory that is NOT on the exempt list of countries.</p>	<p><b>If returning from a destination where quarantine is needed*:</b></p> <ul style="list-style-type: none"> <li>- 10 days self-isolation for all those who travelled.</li> <li>- contact school to inform us you are back in the country and we will agree an earliest date for possible return to school.</li> <li>- Self-isolate the whole household.</li> </ul> <p>*Check <a href="#">Foreign, Commonwealth &amp; Development Office (FCDO)</a> – for up to date travel information</p>	<p>...the quarantine period of 10 days has been completed.</p>

What to do if...	Action Needed	Return to school when...
<p>... my child has travelled abroad from a country or territory that IS on the exempt list of countries.</p>	<p><b>If returning from a destination where quarantine is NOT needed:</b></p> <ul style="list-style-type: none"> <li>- Check the current <a href="#">Exempt countries and territories list</a> to confirm the country you have travelled from or through is on the exempt list.</li> <li>- Ring school to inform us you have returned to the UK and agree a return date to school.</li> </ul>	<p>... you have informed the office of your return to the UK</p>
<p>...I have travelled from a country that requires us to quarantine (but my child didn't travel).</p>	<ul style="list-style-type: none"> <li>- As long as you do not have / have not had symptoms in the last 10 days, your child can continue to attend school.</li> <li>- The person who has travelled MUST NOT leave the house, including to do pick-ups and drop offs (<i>please contact school if you need support getting your child to school</i>).</li> </ul>	<p>...child can continue to attend school</p>
<p>...we have received medical advice that my child must shield.</p>	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- Shield until you are informed that restrictions are lifted and shielding is paused again.</li> </ul>	<p>...school inform you that restrictions have been lifted and your child can return to school again.</p> <p>...you receive medical advice that your child may return to school.</p>
<p>...my child's year group bubble is closed due to a Covid-19 outbreak in school.</p>	<ul style="list-style-type: none"> <li>- <b>Child must not come to school.</b></li> <li>- Support your child at home with remote education provided.</li> <li>- Your child will need to self-isolate for 10 days.</li> <li>- <b>Other siblings, in other year groups, may continue to attend school.</b></li> </ul>	<p>...school inform you that the year group bubble will be reopened.</p>
<p>... I am unable to get a test for someone in the household who has symptoms</p>	<p><b>If you are not able to get a test, your child and anyone they live with must stay at home and self-isolate for 10 days.</b></p> <p><b>Anyone in your support bubble must also stay at home.</b></p>	<p>...the child has completed 10days of isolation.</p>

# What happens if someone in your family gets sick?



People may be able to pass on coronavirus without showing any symptoms