



NETTLEHAM JUNIOR SCHOOL – SICKNESS/ABSENCE REPORTING

If your child is unwell please ring school (or email us on enquiries@nettleham-junior.lincs.sch.uk) before 10.00 a.m. on the day your child's illness starts. You are also able to report a child's absence from school via our Website using this link http://www.nettleham-junior.lincs.sch.uk/form/default.asp?pid=70&form=76&utm_source=website&utm_medium=click&utm_term=Reporting+a+Child%27s+Absence+from+School&utm_campaign=form_submission

We have a designated option on our new phone system where you are able to leave a message reporting an absence. However, it is essential that we know **exactly** what it is your child is unwell with – we have some messages simply saying their child is "poorly" or "sick". In order for us to keep track of what illnesses we have in school it is essential that you let us have the precise nature of any sickness – **particularly if it is an infectious disease i.e. chickenpox, measles, german measles, mumps, whooping cough, scarlet fever etc.** There are children in school who have medical conditions which can be seriously affected by contact with these illnesses.

If your child is going to be absent for longer than 48 hours could you please report his/her absence again with an update. On your child's return please send a letter or email, outlining the details of the illness, confirming how long they have been absent and that they are fit to return to school.

We also get queries regarding how long a child should be kept away from school. We follow the guidelines issued by the Health Protection Agency a copy of which is attached. Should you require a paper copy please call into school.

Thank you for your co-operation in this matter and your continued support of our school.

Yours sincerely,

Mr. D. Gibbons
Headteacher

