

CAMS HILL SCHOOL  
COVID-19 ADDENDUM  
TO ATTENDANCE POLICY



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## Context

This Addendum sets out the changes and exceptions to the normal Cams Hill School Attendance Policy. Pupils, parents/carers and staff should continue to follow the normal Attendance Policy with respect to anything not covered in this Addendum.

We may need to amend or add to this Addendum as circumstances or official guidance changes. We will communicate any changes to staff, parents/carers and pupils.

The Government has stipulated that all pupils are to return to school in the Autumn Term 2020, and that attendance is mandatory for all pupils. This means from that point, the usual rules on attendance will apply, including:

- parents'/carers' duty to ensure that their child attends regularly;
- our responsibility to record attendance and follow up absence; and
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.

## Pupils who are shielding or self-isolating

A small number of pupils will still be unable to attend, in line with public health advice, because they are self-isolating and have had symptoms or a positive test result themselves, or because they are a close contact of someone who has coronavirus (COVID-19). If your child is unable to attend school for this reason, you should talk to the school about what support is in place in terms of remote education.

Shielding advice for all adults and children will pause on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means, that the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. See the [guidance on shielding and protecting people defined on medical grounds as extremely vulnerable](#) for the current advice.

Some pupils no longer required to shield but who generally remain under the care of a specialist health professional, may need to discuss their care with their health professional before returning to school in September (usually at their next planned clinical appointment).

Where children are not able to attend school as parents are following clinical and/or public health advice, the absence will not be penalised.

## Lates Procedure

Where a staggered start time is in place, for pupils arriving within the timescales agreed with parents or carers the attendance codes will be used as normal. For pupils arriving later than their agreed start time the 'L' code will be used.

- Any pupil who arrives after their allocated start will be recorded as late by their tutor.
- For September 2020 the start times for each group are detailed below:
  - Year 7 start at 0830
  - Year 8 start at 0840

- Year 9 start at 0840
  - Year 10 start at 0850
  - Year 11 start at 0830
- Any pupil who accrues 3 or more late marks in a half term period will receive a 20 min school detention.

## Penalty Notices

As of September 2020, the process of awarding penalty notices for those pupils where attendance is of a concern, due to non-attendance, will re-commence. See the school's Attendance Policy for further details.