



Covid 19 Actions – a guide to reporting absence and self-isolation

Reporting absence, attendance issues and test results

Twice weekly lateral flow test results should be reported to [Rapid Testing Results](#)

A positive test result must also be notified immediately to covid19@thomastallis.org.uk. **This is the address to use for Out of Hours.**

Years 7-11 – attendance@thomastallis.org.uk or telephone 0208 856 0115 selecting option 1.

Post 16 – abell@thomastallis.org.uk or telephone 0208 856 0115 selecting option 2.

Could it be Covid-19?

There are many similarities between Covid-19, seasonal flu and the common cold and we appreciate that making the decision as a parent is increasingly difficult in these uncertain times. As a parent you know your child best and how they are when they are “normally” unwell, so we ask that you use your judgement and knowledge of your own child when making the decision to send them into school.

We are encouraging everyone to attend school as we are increasingly concerned about the lost learning that we have experienced, so if you are confident that it is no more than a standard cold, (that you would not normally keep your child off for), then please do send them in.

Both COVID-19 and flu can have varying degrees of signs and symptoms, ranging from no symptoms (asymptomatic) to severe symptoms.

Covid19 symptoms:

- a high temperature – this means you feel hot to touch on your chest or back
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you’ve noticed you cannot smell or taste anything, or things smell or taste different to normal

Cold symptoms: Your child may come to school and will not be sent home with: one of the following:

- a blocked or runny nose
- a sore throat
- headache

What to do if	Action Needed	Return to school when
.. my child has Covid-19 symptoms	<ul style="list-style-type: none"> • Do not send student to school • Report student absence as Covid 19 symptoms to attendance – we will automatically record a 10- day absence for the student. Please inform us of the date symptoms started. • Self-isolate the whole household • Get a PCR test for the student • Inform us immediately about the test results 	.. the test comes back negative OR a period of 10 days has passed since the symptoms started and the student feels well. Household isolates for 10 days or up to the negative test result.
.. my child tests positive for Covid-19	<ul style="list-style-type: none"> • Do not send student to school • Contact school immediately • Self-isolate the whole household for a minimum of 10 days 	...10 days have passed since symptoms began, even if they still have a cough or loss of taste/smell (as these can be ongoing) and the student feels well.

.. my child test negative	<ul style="list-style-type: none"> • Contact school to inform us • Agree return to school day (same/next day) 	.. the PCR or lateral flow test come back negative and we have been informed (if your child tests negative via a lateral flow test but is displaying Covid 19 symptoms they still must isolate)
.. my child takes a Covid 19 test	<ul style="list-style-type: none"> • Do not send student to school • Contact the school to inform us • Inform us immediately about the test results 	.. the test comes back negative or 10 days after the date of the positive test or from onset of symptoms
.. my child is ill with symptoms not linked to Covid-19	<ul style="list-style-type: none"> • Report student absence to attendance detailing symptoms. 	.. 48 hours after last bout of sickness/diarrhoea Other illnesses – when child feels better or when advised by GP
.. someone in my household has Covid-19 symptoms	<ul style="list-style-type: none"> • Do not send student to school • Contact attendance to inform us • Self-isolate the whole household • Household member to get a test • Inform attendance immediately about test result 	.. the test comes back negative and we have been informed
.. someone in my household tests positive for Covid-19	<ul style="list-style-type: none"> • Do not send student to school • Contact attendance to inform us immediately • Self-isolate the whole household 	.. after 10 days of isolation so long as the student is not displaying any Covid-19 symptoms
.. NHS test and trace has identified a member of the household as a close contact of somebody with symptoms or confirmed Covid-19	<ul style="list-style-type: none"> • Student can continue coming to school • The household member must self-isolate for 10 days 	
.. a sibling attending another school has been sent home to self-isolate due to there being a positive case in their school	<ul style="list-style-type: none"> • Student can continue coming to school • Sibling must self-isolate for 10 days 	
..my child has returned from abroad from a country that is NOT on the exempt list of countries	<ul style="list-style-type: none"> • Contact attendance • Minimum of 10 days self-isolation for all those who travelled • For up to date travel information www.gov.uk/guidance/travel-advice-novel-coronavirus www.gov.uk/guidance/coronavirus-covid-19-countries-and-territories-exempt-from-advice-against-all-but-essential-international-travel 	.. the quarantine period of 10 days has been completed
.. I am unable to get a test	<ul style="list-style-type: none"> • If you are not able to get a test in the first 5 days of symptoms the symptomatic person must self-isolate for 10 days, the rest of the household for 10. 	.. self-isolation is complete

Isolation Rules at a glance

For student's own symptoms	10 days from onset of symptoms
For student's positive test	10 days from date positive test was taken or from onset of symptoms, whichever is earlier
For household member's symptoms or positive test	10 days from onset of symptoms, or from date positive test was taken

For student's contact's symptoms or positive test	10 days from last contact, or from date of positive test was taken
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Students do not have to self-isolate if a household member has been in contact with someone who is positive, unless the household member has or develops symptoms.

If a student is completing a 10-day isolation due to being a contact of a positive case, then the whole of the isolation must be completed, irrespective of the student getting a negative test for themselves.

If a student is completing a 10-day isolation due to a household member having symptoms, then the whole of the isolation must be completed, unless the person with symptoms subsequently tests negative.

Isolation starts from the time/date of the contact with the symptomatic person, or from the date the positive test was taken. So, if the contact was at 12 noon on the 1st of the month, 10-day isolation would end at 12 noon on the 11th of the month.

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