

Safeguarding

Non-collection of children from school

The school will follow the procedure agreed with children's social care:

1. We will check with your child to see if there are any changes to arrangements for collection and try to make contact with you or other family members on your contact list, and wait with your child until someone comes to collect them. (Children will not be released into the care of another parent even where they offer to take your child home).
2. We will contact the SPOC Professionals' Consultation Line to seek advice at 4pm if there are difficulties in contacting you or other family members on your contact list.
3. If all possible means of contact have been exhausted and no contact can be made with you by 4.30pm, the school will contact SPOC and if advised to do so the police, who will arrange to collect the child or make arrangements for the child to be transported to the children's social office.
4. We will regularly ask parents to confirm and update contact details and to nominate a family member or friend who can collect the child in the event that they are unable to do so.
5. Where children are regularly uncollected or collected late, this should be discussed with the designated safeguarding lead. If there are also child protection concerns, a referral should be made to children's social care via SPOC.

A child missing from Education (CME)

A child going missing from education is a potential indicator of abuse or neglect. We will follow the school's safeguarding policy and Croydon's Children Missing from Education policy, particularly when children are absent without reason on repeated occasions. To help identify the risk of abuse and neglect, including sexual exploitation, and to help prevent the risks of children going missing in future, it is also essential that all staff are alert to signs to look out for and the individual triggers to be aware of when considering the risks of potential safeguarding concerns such as travelling to conflict zones, Female Genital Mutilation and forced marriage.



Attendance Policy for Parents/Carers COVID-19

Article 3: The best interests of the child must be a top priority in all decisions and actions that affect children.

Article 28: Every child has the right to an education.

Attendance Policy during the current pandemic

This document is in addition to our normal Attendance Policy during the current pandemic.

The following information has been sought from the Government website.

Attendance expectations

From the start of the autumn term 2020 pupil attendance will be mandatory and the usual rules on attendance will apply, including:

- Parents' duty to ensure that their child of compulsory school age attends regularly at the school where the child is a registered pupil
- Schools' responsibilities to record attendance and follow up absence
- The ability to issue sanctions, including fixed penalty notices, in line with local authorities' codes of conduct

New for 2020 to 2021 – not attending in circumstances related to coronavirus (COVID-19)

Although school attendance is mandatory from the start of the autumn term, there are some circumstances where pupils cannot attend school due to coronavirus (COVID-19).

Circumstances where a child could not attend school due to COVID-19 would be:

- Pupils who are required to self-isolate as they, or a member of their household, has symptoms or confirmed coronavirus. Pupils who have symptoms should self-isolate and get a test. If your child tests positive for coronavirus, they should continue to self-isolate for 10 days before returning to school. If your child continues to have a temperature, they should remain at home until it has gone. Household members should self-isolate for 14 days.

If your child tests negative and is feeling better, you can return your child back to school.
- Pupils who are required to self-isolate because they are a close contact of someone who has symptoms or confirmed coronavirus for 14 days.
- Pupils who are required by legislation to self-isolate as part of a period of quarantine—children should not be travelling abroad or taking holidays during term time.

- Pupils who are clinically extremely vulnerable in a future local lockdown scenario only. Shielding advice for all adults and children paused on 1 August 2020. This means that even the small number of pupils who will remain on the shielded patient list can return to school, as can those who have family members who are shielding.
- Local lockdown— if rates of the disease rise locally, schools may need to prevent some pupils from attending. Schools should follow PHE or DHSC guidance on what measures are necessary in the event of local lockdown.

In line with the Secretary of State's expectation that no parent will be penalised for following official public health advice for their child not to attend a given session, this new category of non-attendance will not count as an absence (authorised or unauthorised) for statistical purposes.

Attendance codes

From the beginning of the new academic year, schools should return to using the attendance and absence codes in use before the outbreak, in addition to the new category of 'not attending in circumstances related to coronavirus (COVID-19)': pupils not attending a session who meet the criteria for 'not attending in circumstances related to coronavirus' should be recorded using code X (schools should continue to use code X for non-compulsory school aged pupils who are not expected to attend a session, as they did before the outbreak).

If you would like further information, please email support@elmwood-inf.croydon.sch.uk or for direct attendance queries please email Miss Bittles bbittles.306@elmwood-inf.croydon.sch.uk

Please note that parents/carers should not enter the office unless they have been invited to do so, wearing a face covering.

School times start promptly between 8:40am—9:10am and finishes between 2:50pm—3:20pm. Please ensure you bring your child to school on time and collect on time.

Please do not pass beyond the barriers at the classroom doors.

Please keep 2 meters apart.

When dropping your child to school and collecting them, please make your way out of the school playground immediately.

Please continue to call us every morning when your child is absent with an illness.