

LK/LD

14<sup>th</sup> September 2020

Dear Parents/Carers

At The Orme Academy we are committed to working with families to ensure all children receive the best education possible, *empowering learners for life*. We want our students to achieve their best, rise to challenges and to enjoy their education. For this to happen attendance has to be a priority for everyone.

I am delighted to inform you that since we reopened last week, we have exceeded our daily attendance targets, rising to 97% by the end of the week. This is a fantastic achievement and clearly a reflection of the shared commitment we all have to embrace school wholeheartedly. You missed us, but now we are back, and we will catch up on lost time.



As you can see from the ladder above, just a few days away from school has a detrimental effect on progress. Now that we are fully open for all year groups, we are setting the expectation to achieve 100% attendance for all of our students. Attendance matters, we don't want anyone to miss out.

Clearly there may be times, when following the advice of Government, you may need to keep your son or daughter at home to reduce the risk of Covid-19 in line with Government advice. The flow chart attached offers a simple guide for you to help make decisions 'what to do if...'. Please take a few minutes to familiarise yourself with what we are asking you to do in order to keep all of us safe.

If you have any questions about attendance please direct them in the first instance to Mrs Downs, our attendance officer [Ldowns@toa.shaw-education.org.uk](mailto:Ldowns@toa.shaw-education.org.uk) or telephone 01782 742902.

We will continue to have an 8.40am start for Years 8, 9 and 10 and an 8.55am start for Years 7 and 11. Thank you for adapting school journeys so that we are able to maintain provision in year group 'bubbles'. This way of working will be maintained for the time being. All of our students have demonstrated great resilience and adaptability to the new demands, the new ways of lining up outside of school in the mornings for example and now a routine has been established we can all be proud of our individual efforts towards the collective good.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'C Lakin', written over a faint horizontal line.

**Mr C Lakin**  
Assistant Principal – Student Services

<i>What to do if...</i>	<i>Action needed</i>	<i>Code</i>	<i>Return to school when...</i>
...my child has coronavirus symptoms	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school daily</b></li> <li>• Self-isolate</li> <li>• Get a test</li> <li>• Inform school immediately about test result</li> </ul>	Code X	...the test comes back negative.
...my child tests positive for coronavirus	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school daily</b></li> <li>• Self-isolate for at least 10 days</li> <li>• Inform school immediately about test result</li> </ul>	Code I	...they feel better. They can return to school after 10 days even if they have a cough or loss of smell/taste. These symptoms can last for several weeks once the infection is gone.
...somebody in my household has coronavirus symptoms	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school daily</b></li> <li>• Self-isolate</li> <li>• Household member to get a test</li> <li>• Inform school immediately about test result</li> </ul>	Code X	...the household member test is negative.
...somebody in my household has tested positive for coronavirus	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school daily</b></li> <li>• Self-isolate for 14 days</li> </ul>	Code X	...the child has completed 14 days of self-isolation
... NHS test and trace have identified my child as a 'close contact' of somebody with symptoms or confirmed coronavirus	<ul style="list-style-type: none"> <li>• <b>Do not come to school</b></li> <li>• <b>Contact school daily</b></li> <li>• Self-isolate for 14 days</li> </ul>	Code X	...the child has completed 14 days of self-isolation
...we/my child travelled and has to self-isolate a part of a period of quarantine	<ul style="list-style-type: none"> <li>• <b>Do not take unauthorised leave in term time</b></li> <li>• <b>Consider quarantine requirements and FCO advice when booking travel</b></li> <li>• <b>Provide information to school as per attendance policy</b></li> </ul>	Code X	...the quarantine period of 14 days has been completed