



Absence Procedures

Keyingham Primary believes that in order to facilitate teaching and learning, good attendance is essential. In August 2024, the government revised the way in which they issue fines for attendance. Schools have clear government guidelines that say when children should be kept at home and when they shouldn't.

Daily Absence Procedures

Please contact the school before 9am via telephone, Arbor message or email (admin@keyinghamprimary.co.uk) every morning that your child is absent from school. Please state the reason for their absence.

If we do not hear from you regarding your child's absence before 9.30am a phone call home will be made. A home visit will be conducted, if no contact can be made.

If your child is absent for 5 consecutive days (10 sessions), medical evidence will be requested. If this cannot be obtained, it may result in an unauthorised absence.

As a school, we know that it is difficult to know when to keep your child absent due to illness.

The information below, on common childhood illnesses, has been taken from the NHS website.

[Is my child too ill for school? - NHS](#)

Common illnesses

Diarrhoea and Vomiting

Diarrhoea and vomiting can usually be treated at home. Your child should remain at home for 48 hours after the symptoms stop.

Conjunctivitis

You don't need to keep your child away from school if they have conjunctivitis, unless they are feeling very unwell. Do get advice from your pharmacist.

Coughs, Colds and Sore throats

Your child can attend school with a cough, cold, sore throat or headache. Please give them medicine before coming into school. If needed, a member of staff can call to request more medication or to collect your child from school.