



Ebbw Fawr Learning Community

Cymuned Ddysgu Ebwy Fawr

Headteacher / Prifathrawes: Mrs M Thomas BA (Hons), NPQH

W: www.ebbwfawr.co.uk

Our Ref SR/JSM

3 December 2024

Dear Parents/Carers

Important Notice: Streamlining Pupil Absence Reporting

We are writing to inform you of an important change to our school's absence reporting procedures. **Effective Wednesday, December 4th, for Secondary Phase pupils**, we'll be streamlining the process to enhance the safeguarding of our students.

From this date onwards, the only accepted method for reporting your child's absence will be by phone between 8:00 AM and 9:30 AM. Please contact our **Family Engagement Officer, Mrs Pitt, directly at 01495 369555 selecting option 1.**

Should you be unable to speak with Mrs Pitt, please leave a message and include:

- Your child's full name
- Their year group or registration group
- The reason for their absence
- The expected duration of their absence, if known.

A member of our attendance team will then return your call.

This change is being implemented to ensure that we have a more efficient and reliable system for monitoring pupil attendance. By centralising the reporting process, we are confident that we can further strengthen safeguarding at Ebbw Fawr. Please note that email messages will no longer be accepted as a valid method of reporting absence. You are of course welcome to continue communicating with relevant Pastoral staff and Heads of Year on other matters.

We understand that this may require a slight adjustment to your routine. However, we believe that this change will ultimately benefit your child and the entire school community. For your reference, I have also included NHS guidance on length of absences for common ailments.

Thank you for your cooperation and understanding.

Sincerely

Scott Reasons

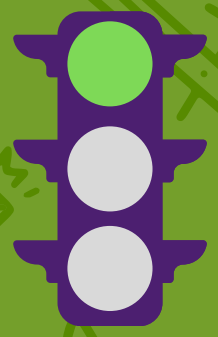
Acting Head of School – Secondary



IS YOUR CHILD WELL ENOUGH FOR SCHOOL?

QUICK GUIDE FOR PARENTS & CARERS

THE ONLY WAY TO REPORT AN ABSENCE IS BY PHONE  01495 369555



GO

Send your child to school

Keep your child up to speed with their education! Not every illness requires time off school, and we've put some examples below. Remember, being in school whenever possible supports your child's learning and social development!

COMMON COLD

 Symptoms: Runny nose, sneezing, sore throat.

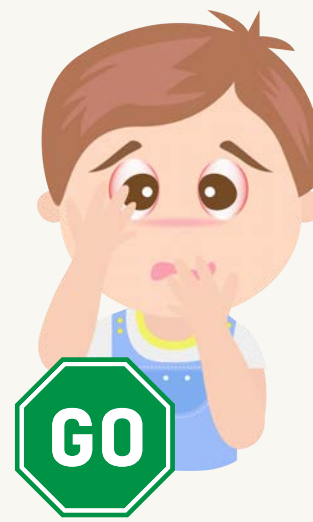
Give them Paracetamol and plenty of drinks. Don't forget to remind them about hand hygiene and to bin their used tissues



CONJUNCTIVITIS

 Symptoms: Teary, red, itchy, painful eyes

No treatment needed - just remind your child to avoid touching their eyes to keep the germs from spreading.




HAND, FOOT, AND MOUTH DISEASE (HFMD)

 Symptoms: Fever, sore throat, loss of appetite, small red spots or blisters on hands, feet, and inside the mouth, tiredness, and irritability.

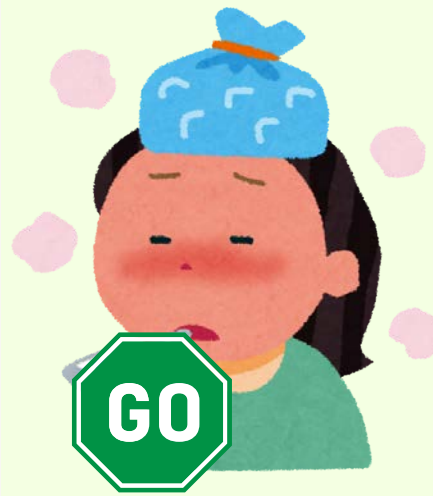
Practice good hygiene, like handwashing and covering coughs. Consult a doctor if symptoms worsen.



GLANDULAR FEVER

 Symptoms: Fatigue, fever, sore throat, swollen glands, headache, muscle aches

It's not highly contagious. Monitor for fatigue and ensure they rest as needed. If symptoms worsen, consult a healthcare professional.



RINGWORM

 Symptoms: Circular, red, scaly rash with a clear centre, itching, and sometimes cracked skin.

With antifungal cream and the rash covered, your child can head to school. No sharing towels or clothes either!




HEAD LICE

 Symptoms: Itchy scalp, tickling sensation, visible tiny eggs (nits) or lice in hair.

Use pharmacy treatments and lice comb, and check everyone at home to stop the spread. Tying their hair up can help prevent the spread.




SCABIES

 Symptoms: Intense nighttime itching, red bumps or blisters, and tiny burrow tracks on the skin

Kids 5+ can return to school once treatment begins. Remember to wash bedding, clothes, and towels on a hot cycle!



THREADWORM

 Symptoms: Intense itching around the bottom ("anus"), especially at night, restless sleep, and possible visible tiny white worms in stool.

Treat with over-the-counter medication, keep nails short, and wash hands, bedding and PJs regularly.



 The average body temperature is between 37 and 38 degrees. Anything above that this is a fever and can be treated with Paracetamol. 

It's super important to phone the school if your child is staying home. Not only does this keep our records up to date, but it also helps us ensure every child is safe and accounted for. Plus, it saves us from playing detective!

A quick call makes all the difference—thank you for keeping us in the loop!

ATTENDANCE MATTERS