**Letter template: For school to send to the parents / carers when to keep a sick child home.**

Please amend highlighted sections in this letter

DD/MM/YYYY

Insert name of school or early years setting

Dear Parent / Carer

We are currently seeing a number of individuals in our school/early years setting with symptoms of respiratory illness. Respiratory infections can spread easily between people and so it is important to be aware of symptoms so you can take action to reduce the risk of spreading the infection to others. We are therefore writing to parents and carers with advice to help keep the children and staff in our setting well.

**If your child is unwell and has a high temperature (**38°C or more)

Your child should stay at home and rest until their temperature returns to normal and they feel well enough to return to the setting.

Children and young people who do not have a fever but have mild illness symptoms such as a runny nose, sore throat, or slight cough, who are otherwise well, can continue to attend school or nursery. .

Not sure if someone has a high temperature? NHS advice: [Fever in children](https://www.nhs.uk/conditions/fever-in-children/)

**Infection control advice:**

We are following national guidance and advice on hygiene measures to help prevent spread within our school or early years setting. Parents and carers can also help with this by:

* Encouraging children to wash their hands regularly.
* Reminding children of the importance of coughing / sneezing into tissues and placing these in the bin .
* Ensuring any breaks to the skin are covered with a waterproof plaster / dressing before attending school or the early years setting.
* Keeping your child at home whilst they have a high temperature (38°C or more) or a rash.
* Keeping your child at home if they have had vomiting or diarrhoea within the past 48 hours.
* Thinking about vaccination. If you or your child are eligible for the flu vaccine, you are encouraged to get vaccinated. The [children being offered](https://www.nhs.uk/conditions/vaccinations/child-flu-vaccine/) the flu vaccine this year are:
  + children aged 2 and 3 years old.
  + all primary school-aged children
  + some secondary school-aged children.

If your child has not been vaccinated and are aged 2 and 3 years old, then please contact your GP surgery. If your child attends primary or secondary school, then please contact the School Immunisation Team Helpdesk: 01900 705045.

**Worried about symptoms of illness in your child?**

As a parent, if you feel that your child seems seriously unwell, you should trust your own judgement.

Contact NHS 111 or your GP if:

* your child is getting worse.
* your child is feeding or eating much less than normal.
* your child has had a dry nappy for 12 hours or more or shows other signs of dehydration.
* your baby is under 3 months and has a temperature of 38C or is older than 3 months and has a temperature of 39C or higher.
* your baby feels hotter than usual when you touch their back or chest or feels sweaty.
* your child is very tired or irritable.

**Other information**

* <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>
  + offers advice for parents when deciding if their child is too ill to attend school.
* [Little Orange Book – Expert Advice on helping children and babies when they’re poorly](https://www.northumberlandccg.nhs.uk/wp-content/uploads/sites/7/2022/01/The-Little-Orange-Book-2021.pdf)
  + offers expert advice on helping babies and young children when they’re poorly.
* [Home (e-bug.eu)](https://www.e-bug.eu/)
  + Free educational resources for ages 3-16 years **e-Bug** resources support students to learn about microbes, infection prevention and control, antibiotics, and vaccination.

If you have any further questions, please contact the school or early years setting on [insert contact details].

Yours sincerely