**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 seeing a lot of children in the school/early years setting with respiratory symptoms/viruses. We are writing to parents and carers with advice to help keep the children and staff in our school well.

**If your child is unwell and has a high temperature**

Your child should stay at home and rest until their temperature returns to normal. Children and young people with mild symptoms such as a runny nose, sore throat, or slight cough, who are otherwise well, can continue to attend their education setting. Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people, where they can.

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:

* Reminding children of the importance of coughing / sneezing into tissues and placing these in the bin and washing hands regularly.
* 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 on 31 August this year
  + all primary school-aged children
  + some secondary school-aged children.

If your child has not been vaccinated aged 2 and 3 then contact your GP surgery. If your child attend primary or secondary school then 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