

Friday 9th October 2026

Dear Parents and Carers,

Re: Deciding if your child is too ill to attend school

As the winter months approach and temperatures fall, we begin to see increases in common airborne viruses. There is wide agreement among health and educational professionals that school attendance is important for children. Being in school improves health, wellbeing and socialisation throughout the life course. The greatest benefits come from children attending school regularly. Illness is the biggest single reason for school absence, and while some absences due to illness are unavoidable, we would like your support in helping your child to continue to attend school.

Our Attendance Policy can be found on the Parent tab of the school website: [Lighthouse School - Attendance](#)

It is usually appropriate for parents and carers to send their children to school with mild respiratory illnesses. This would include general cold symptoms: a minor cough, runny nose or sore throat or they are unable to independently use tissues and hand sanitiser. However, children should not be sent to school if they have a temperature of 38°C or above.

We recognise that sometimes it can be difficult to make a decision about whether to send a child into school, and we hope that the information below will support with this.

The NHS provide advice and guidance '[Is my child too ill for school?](#)', and you will find a copy of their decision-making poster with this letter.

Within school, we will make sure that there are tissues, hand-sanitiser and wipes available in the classrooms. Students will be able to use the toilets to wash hands if they need to, and there is always fresh water available (please send a water bottle in with your child).



Lighthouse School, Leeds is part of Lighthouse Education Trust.

Lighthouse Education Trust is a charitable company limited by guarantee and registered in England and Wales with company number 07591868.

The registered office is Arthington House, Hospital Lane, Leeds LS16 6QB

☎: 0113 4570605 Email: admin@lighthouseschool.co.uk

www.lighthouseschool.co.uk

We will also do our best to ensure that the classrooms have adequate ventilation, and the school uses CO2 monitors in the classrooms to monitor this. This means that we may have to open windows in the classrooms and your child may wish to bring a jumper with them, as the weather begins to turn colder. Please can we request that all clothing has their name in, so that it can be returned in the event of it becoming separated from your child?

Unfortunately, we can't allow any medication in school that has not been prescribed, and this includes throat sweets (e.g. Locketts and Strepsils), hot drink sachets (e.g. Lemsip, Beechams) or paracetamol (either tablets or liquid form). Please ensure that your child is not bringing medication into school, as this will need to be confiscated and locked away.

If your child becomes ill at school and we feel your child is too sick to remain in school, or is contagious and can be passed on to other children, you will be called to come and take them home from school. It is essential that school has a phone number where you can be contacted during the day and an emergency number in the event you cannot be reached. Please be sure that arrangements can be made to transport your child home from school and that childcare is available in case of illness. If your daytime or emergency phone number change during the year, please notify the school office via e-mail: admin@lighthouseschool.co.uk.

We would also like to remind parents and carers to book medical appointments outside of the school day, as much as possible. Whilst we recognise that this can be difficult, we would ask that for routine appointments (such as dental appointments or flu vaccinations), that appointments are scheduled outside of school hours.

If you have any questions, please contact the school office on 0113 4570605 and we will be able to help you.

Thank you in advance for working with us to help make school a safe and healthy place for everyone.

Kind regards,

Helen Manyanya

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Principal & Designated Safeguarding Lead



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