

1. Home (<https://www.gov.uk/>)
  2. School and college behaviour and attendance (<https://www.gov.uk/topic/schools-colleges-childrens-services/school-behaviour-attendance>)
  3. School attendance: guidance for schools (<https://www.gov.uk/government/publications/school-attendance>)
- Department for Education (<https://www.gov.uk/government/organisations/department-for-education>)

## Guidance

# **Addendum: recording attendance in relation to coronavirus (COVID-19) during the 2021 to 2022 academic year**

Updated 4 April 2022

## **Contents**

[Purpose of this document](#)

[Attendance Expectations](#)

[Not attending in circumstances relating to COVID-19](#)

[Remote education](#)



© Crown copyright 2022

This publication is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated. To view this licence, visit [nationalarchives.gov.uk/doc/open-government-licence/version/3](https://nationalarchives.gov.uk/doc/open-government-licence/version/3) or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: [psi@nationalarchives.gov.uk](mailto:psi@nationalarchives.gov.uk).

Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

This publication is available at <https://www.gov.uk/government/publications/school-attendance/addendum-recording-attendance-in-relation-to-coronavirus-covid-19-during-the-2021-to-2022-academic-year>

## Purpose of this document

This publication is an addendum to the non-statutory [school attendance: guidance for schools](https://www.gov.uk/government/publications/school-attendance) (<https://www.gov.uk/government/publications/school-attendance>).

This guidance sets out how schools should record pupils who are not in school for reasons related to coronavirus (COVID-19) in the register.

## Expiry or review date

This guidance will be reviewed before August 2022.

## Who is this publication for?

This guidance is for:

- school leaders, school staff and governing bodies in all maintained schools, academies, independent, and free schools
- local authorities

## Summary

This guidance sets out how schools should record where pupils are not attending school for reasons related to coronavirus in the 2021/22 academic year. **Schools are no longer advised to record pupils who are not attending school for reasons related to coronavirus using Code X (not attending in circumstances related coronavirus).**

## Attendance Expectations

Attendance is mandatory. The usual rules on attendance continue to apply, including:

- parents' duty to ensure that their child of compulsory school age attends regularly at the school where the child is a registered pupil
- schools' responsibilities to record attendance and follow up absence
- the ability to issue sanctions, including fixed penalty notices, in line with local authorities' codes of conduct
- the duty on local authorities to put in place arrangements for identifying, and to follow up with, children missing education

## Not attending in circumstances relating to COVID-19

In line with our transition to living with COVID-19, we no longer advise schools to record pupils who do not attend for reasons related to COVID-19 using Code X. Pupils with symptoms of COVID-19 are no longer advised to get a test, and most of the scenarios that this category was brought in to record no longer apply.

## Pupils who have symptoms or a positive test for COVID-19

Pupils who have symptoms of COVID-19 should follow the latest government guidance about when they should stay at home.

Where a pupil is not attending because they have symptoms of COVID-19 or have had a positive test, schools should record this using Code I (illness) unless another more appropriate code applies.

Schools may continue to use the sub-code (I02) to record illness due to suspected COVID-19 although they are not required to.

Schools should refer to the [department's emergency planning guidance](https://www.gov.uk/government/publications/emergency-planning-and-response-for-education-childcare-and-childrens-social-care-settings) (<https://www.gov.uk/government/publications/emergency-planning-and-response-for-education-childcare-and-childrens-social-care-settings>) and the latest [UKHSA guidance](https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities) (<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>) for further information.

## Remote education

Schools and colleges should continue to provide remote education to allow children and young people, who are well enough to learn, to keep pace with their education when in-person attendance in school or college is either not possible or contrary to government guidance.

Schools should keep a record of, and monitor engagement with, this activity, but this does not need to be tracked in the attendance register.

---

## OGL

All content is available under the [Open Government Licence v3.0](https://www.nationalarchives.gov.uk/doc/open-government-licence/version/3), except where otherwise stated

[© Crown copyright](https://www.nationalarchives.gov.uk/doc/open-government-licence/version/3)