

MN/RB  
8<sup>th</sup> September 2020

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**Head Teacher:**  
Mr R S Samra B.A., M.A.

Dear Parent/Carer,

We would like to congratulate students on a successful return to school last week and thank you for your support with all of the new routines we have put in place. Whilst we have a series of measures in place to help mitigate the risk of transmission in school we require all members of the school community to continue to work together for these to be as effective as possible. Here are a few key reminders of how you can help:

- Ensure that your child wears a mask on dedicated and public transport, to and from school.
- Encourage your child to maintain social distancing outside of school.
- Ensure that your child brings all of their essential equipment with them each day, including a reading book
- Inform the school promptly if your child is having a test for COVID-19. (See link below).
- Ensure that the school have an up to date email address for you, as letters are all emailed out to parents/carers.
- Ensure your child has a black V-neck jumper to wear under their blazer and a coat, as rooms are well ventilated.

#### Symptoms at Home

If your child develops **any** of the following symptoms whilst at home please do not send them into school and arrange a COVID-19 test. These symptoms are:

- a high temperature
- a new, continuous cough
- a loss or change to your sense of smell or taste

If your child has **none** of the symptoms above but has a runny-nose or sore throat they may attend school if they feel well enough.

#### Symptoms in School

If your child displays any of the above COVID-19 symptoms whilst in school you will be required to collect them (and any siblings that are in your household). We require all children that are sent home with symptoms of COVID-19 to have a test.

The school must be informed of the result, if negative your child can return to school immediately. If positive, your child must remain in isolation for 10 days from when they developed symptoms (or longer if they still have a temperature at day 10). For any positive tests we will contact you to get the names of who your child has interacted with, within 2 meters, over the last 48 hour period. This will support our other measures of contact tracing in school and allow us to inform other parties that are required to isolate. If a test result is returned as unclear then a second test must be arranged.

Details on arranging a test can be found at: <https://www.gov.uk/get-coronavirus-test>

### Sending students home to self-isolate

In the event of a member of our school community testing positive for COVID-19 we will contact you if your child needs to self-isolate for 14 days due to being a 'close contact'. 'Close contacts' will be identified based on proximity and time spent in close contact to the person that has tested positive. If you are contacted to inform you that your child needs to isolate, there is no need for the rest of your household to isolate unless someone in the household develops symptoms. Work will be provided for student who are self-isolating via Satchel:One and Microsoft Teams.

In the case of a positive test within our school community we will inform all parents via letter so that you are aware of the actions taken, after contacting 'close contacts'.

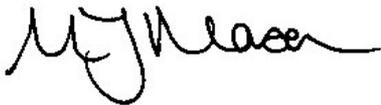
### Out of hours school contact

If your child is required to have a COVID-19 test and you receive the results outside of school opening hours, please **text** our COVID-19 textline on **07724 371488** with your child's name and the details of their results. This line will be monitored several times a day on the weekend and after school, and you will be contacted upon receipt of your message.

We appreciate that the demand for tests nationally is high currently and appreciate your patience in arranging this as required. If you need any further support please do not hesitate to get in touch.

Once again thank you for all your support. The students and staff have been fantastic in the return to school and by upholding the school values of kindness, confidence and resilience we will get through this.

Yours sincerely,



Miss M Mason  
Senior Deputy Head