



# THE BURGESS HILL ACADEMY

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Principal: Mr Jon Francies

Our Ref ASE/ESD

24 November 2021

Dear Parent/Carer

As you may be aware, Covid 19 cases nationally and in particular are rising. Mid Sussex is a particular hotspot and has had one of the highest rates in the country for young people.

West Sussex County Council are recommending that we reintroduce some measures, whether there are currently Covid-19 cases in school or not. These are in line with the latest government guidance for schools, and we very much welcome your support in implementing these additional preventative measures until the end of term.

From Monday 29<sup>th</sup> November, we are reintroducing:

- The requirement for students to wear face coverings in communal areas in schools, unless they are exempt,
- We will stagger finish times as follows:  
  
Year 7 – leave at 2.40  
  
Year 8 – leave at 2.45  
  
Year 9 – leave at 2.50  
  
Year 10 – leave at 2.55  
  
Year 11 – leave at 3.00
- Restrict visitors on site for essential visits only. We request that parents telephone or email staff during this time, and as our normal practice, staff can only meet with parents for pre-arranged meetings, so please do not visit reception unless for a pre-arranged meeting with a member of our staff.

During the next few weeks, we will review assemblies and other events, and make adjustments accordingly.

This is a good opportunity to remind parents about the need for regular testing (being mindful of the 90 day rule whereby anyone who has previously received a positive Covid-19 PCR test result should not be re-tested within 90 days of that test, unless they develop any new symptoms of Covid-19) and vaccination of eligible pupils, to reduce the risk of both catching Covid-19, spreading it further, and minimising severe illness.

### **Covid Testing**

Up to one in three people who have COVID-19 can spread the virus without knowing. This is because they



have no symptoms. To reduce the spread of the virus, we need to identify those individuals. We can do this in school by carrying out tests at home twice every week, 3-4 days apart.

### **Testing students at home**

Students are able to collect home test kits from The Burgess Hill Academy.

We recommend that students do a test before school on a Monday and Thursday, however if this is a problem, then on a Sunday or Wednesday evening.

You will also need to tell the school the result of each test and we ask you to only do this via this link [log test results for school](#). **Please do not contact us via any other method in order to do this.**

Tests are free of charge. Students will a pack of tests in a box with a leaflet on how to take the test and report the results.

Make sure you have enough time to do the test before going to school. Preferably this would be in the morning before going into school. However, we understand that for some people this may be challenging. Therefore, tests can be taken the evening before school if needed. You need to report test results.

### **Taking the test**

Students should take the test, before coming into school, twice a week. Tests include a leaflet with instructions on how to do the test with the kit.

[Help and support is available](#), including instructions in different languages on how to test and report the results and a video showing you how to take the test.

There is no need to keep used test equipment after the test result has been reported. You can put it in your normal bin (household waste).

This does not replace symptomatic testing. If you have symptoms, you should self-isolate immediately, book a [PCR test](#) and follow [national guidelines](#).

### **What should you do after the test?**

If anyone tests **positive** they need to self-isolate immediately in line with NHS Test and Trace guidance.

You need to report your result to both [NHS Test and Trace](#) and your school [log test results for school](#).

You should [order a confirmatory PCR test](#) if you are testing at home.

If the result of the test is **unclear (void)** you should do another test.

**Negative and void results** should be reported to both [NHS Test & Trace](#) and school [log test results for school](#).

A negative result does not guarantee that you are not carrying the virus. So, you should continue to follow measures to reduce transmission such as wearing a face mask where advised and regularly washing your hands and observing social distancing.

If you or anyone in your household gets symptoms of the virus you should follow [national guidelines](#).

### **You need to report each test result**

The result of each test needs to be reported using the NHS Test & Trace self-report website: <https://www.gov.uk/report-covid19-result>.

You will also need to tell the school the result of each test [log test results for school](#).

### **Why take part**

Taking part in testing is voluntary and all students will be able to attend school whether they take part in testing or not.

We strongly encourage all students to take part. Testing at home will allow your child and other students to attend school as safely as possible.

Please contact myself as, COVID Co-ordinator via [office@theburgesshillacademy.org.uk](mailto:office@theburgesshillacademy.org.uk) if you have any questions or concerns about home testing.

Thank you for your support.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Snape', written in a cursive style.

Anthony Snape  
Acting Principal