

13<sup>th</sup> November 2020

Dear Parent/Carer,

We are writing to let you know that we have devised an electronic form that parents and carers must send in if their child has tested positive for Covid-19. This form is available on our school website and we ask that it is filled in and sent as soon as a positive test result is received.

The purpose of this form is to help us to identify quickly who your child would have been in close contact with and who also needs to isolate. Close contact is defined as having face-to-face contact (within one metre) with someone who has tested positive or having been within 2 metres of someone who has tested positive for more than 15 minutes.

This form will give us the information we require to inform the Department for Education and local Health Protection Team and to work with them in identifying who also needs to isolate. This will vary from case to case and is not a decision a school can make by itself. We will inform parents and carers if their child needs to isolate as soon as possible. Our aim is to act quickly and to minimise the disruption to children's learning wherever possible. That said, the safety of pupils and staff continues to be our over-riding priority.

We hope this form will also help parents and carers and we cannot stress enough how important it is for everyone to follow the guidelines. In particular we would like to remind you of the following:

- If anyone in your household develops symptoms of Covid-19 the whole household will need to isolate immediately whilst the person waits for the results of their test
- If the test result is negative then children can return to school
- If a member of the household tests positive then the whole household should isolate for fourteen days from the onset of the family member's symptoms
- No child should be in school if they or someone they have been in close contact with has developed symptoms of coronavirus. They can return to school if the test is negative or after their isolation period has ended
- Children who test positive should remain at home for ten days after the onset of their symptoms

Many thanks for your support with what continues to be a challenge for us all. Through working together and appreciating that everyone is trying their best in unprecedented circumstances, we will get through this.

We hope you and your family are keeping safe and well.

Yours sincerely



Mrs D Sage  
Headteacher



Andrea Arlidge  
Chief Executive