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Headteacher: Mr. Aaron Wanford MA, B.Ed. (Hons), NPQH

Saturday, 19<sup>th</sup> December 2020

Dear Parents and Carers,

### **RE: Confirmed case of coronavirus (COVID-19) in school**

I am writing to inform you that a member of staff who has been on site has tested positive for coronavirus (COVID-19).

We know that you may find this concerning but we are continuing to monitor the situation and are working closely with Public Health England. This letter is to inform you of the current situation and provide advice on how to support your child. Please be reassured that for most people, coronavirus (COVID-19) will be a mild illness.

Those children who may have been in close contact with the individual staff member in Year Three Cedar who has tested positive for coronavirus (COVID-19) have received a letter informing them that their child must stay at home for 10 days.

This morning, the school contacted the dedicated helpline at the Department for Education. The helpline's team conducted a rapid investigation to confirm who the individual was in close contact with during the period they were infectious and to ensure that these individuals were asked to self-isolate. This helpline provided us with definitive advice on which individuals needed to be sent home to self-isolate.

The individual's close contacts and bubble have been identified and informed. Close contacts are:

- Those who have been in face-to-face contact with the individual for any length of time within one metre, including being coughed on, having a face-to-face conversation or having unprotected skin-to-skin contact.
- Those who have been in extended close contact with the individual, i.e. within one to two metres for more than 15 minutes.
- Those who have travelled in a small vehicle, e.g. a car, with the individual.

All pupils and staff members identified as close contacts in the bubble of the individual have been advised to self-isolate for 10 days. Their first day back at school will be Tuesday, 5<sup>th</sup> January, as long as they are well again.

You will have been contacted separately and directly already if your child needs to self-isolate in Year Three Cedar – if you have not been contacted, you do not need to take any action at this point.

I would like to reassure you that we take any suspected and confirmed cases of coronavirus very seriously.

If any further cases of coronavirus are confirmed, the school will work with Public Health England's local health protection team to ensure the appropriate actions are taken. This may include more pupils and staff being sent home to self-isolate. You will be kept fully informed of any developments.

I am sure you will all join me in wishing the individual a safe recovery, and my apologies to have to write to you at the weekend and the start of the Christmas holidays already.

Yours faithfully,



Mr. Aaron Wanford  
Executive Headteacher

## What to do if your child develops symptoms of COVID-19

If your child develops symptoms of COVID-19, they should remain at home for at least 10 days from the date when their symptoms appeared. Anyone with symptoms will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119.

People who do not have symptoms should not request a test unless this has been specifically requested by Public Health England or the local authority.

All other household members who remain well must stay at home and not leave the house for 10 days. This includes anyone in your 'Support Bubble'.

The 10-day period starts from the day when the first person in the house became ill.

Household members should not go to work, school or public areas and exercise should be taken within the home. If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.

Household members staying at home for 10 days will greatly reduce the overall amount of infection the household could pass on to others in the community

If you are able to, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period

Please see the link to the PHE '[Stay at Home](#)' Guidance.

## Symptoms of COVID-19

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature and/or
- a loss of, or change in, normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness.

If your child does develop symptoms, you can seek advice from the nhs.uk website at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>. If you are concerned about your child's symptoms, or they are worsening you can seek advice from NHS 111 at <https://111.nhs.uk/> or by phoning 111.

## How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

Do

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

## Further Information

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>