



26 October 2020

Dear Parent/Carer

We have been made aware that two members of our school community have tested positive for 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.

All children who have been in close contact with the individual who has tested positive for coronavirus (COVID-19) have received a letter informing them that their child must stay at home for 14 days.

On Monday 2 November, the school will open at the usual time for all students in Years 7-11 only. However due to staff absence, we will be operating a reduced timetable for one week. All students in these year groups will leave site at lunchtime:

- **Year 10 and 11 will leave site at 12.30 pm**
- **Year 8 and 9 will leave site at 12.40 pm**
- **Year 7 will leave site at 12.50 pm**

Students who are eligible for free school meals will be able to collect their packed lunch at break time.

Students in years 12 and 13 will be working from home from Monday 2 to Friday 6 November 2020. They will complete their lessons on Teams.

These arrangements are expected to be temporary and will be reviewed on Friday 6 November 2020 when we will contact you again to inform you of any changes for the following week.

What to do if your child develops symptoms of COVID 19

If your child develops symptoms of COVID-19, they must not come to school and 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.

Symptoms

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

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

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/>

Thank you for your continued support at this difficult time.

Yours sincerely

Alison Merrills
Principal