

15<sup>th</sup> December 2020

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Headteacher: Ms. C. Costello

Dear Parents and Carers,

We have received notification today of two students that have tested positive for COVID.

- **The first is within year 8** and all students who have been identified as being a potential contact of the affected individual have already had phone calls home and have been told to self-isolate for 10 days from the last point of contact; **self-isolation will be until 21<sup>st</sup> December and if they remain well they can resume normal activities on the 22<sup>nd</sup> December.**
- **The second case is within year 12** and again all students who have been identified as being a potential contact have been notified and told to self-isolate for 10 days from the last point of contact. **For these students the last day of isolation is the 21<sup>st</sup> December with normal activities able to be resumed on the 22<sup>st</sup> December if they are well.**
- All other students can continue to attend school as normal if they are well.

Information on what to do in the event that your child develops symptoms can be found at the end of this letter.

## Information for Parents regarding COVID19 Contact Tracing over the Christmas Holiday period

On Tuesday 8<sup>th</sup> December the DfE informed schools that Public Health England has agreed a 6 day window after the final day of teaching in which schools are asked to remain contactable in order to assist with contact tracing where necessary. This 6 day window will allow enough time for positive coronavirus cases to be identified and confirmed by a test and for relevant contacts from our school to be traced.

**As our last day of teaching is the 18<sup>th</sup> December the 6 day window within which I am expected to be involved in contact tracing is from the 19<sup>th</sup> to the 24<sup>th</sup> December.**

The following paragraph details the procedure we are asking you to follow during this 6 day window.

**IF YOUR CHILD DEVELOPS SYMPTOMS OF COVID19 WITHIN 48 HOURS OF LAST BEING IN SCHOOL**

You must seek a test for your child and the household must isolate at home until the test result is returned.

The quickest way to obtain a test is to book a test at your local testing centre via <https://www.gov.uk/get-coronavirus-test> or using one of the local walk-through test centres. Please do not use postal tests unless absolutely necessary as these take longer.

**If the test result is positive for COVID19, please inform us using the email address below:**

[covidnotification@shoeburyness.southend.sch.uk](mailto:covidnotification@shoeburyness.southend.sch.uk)

**When emailing please ensure you provide us with the following information so that we can identify possible contacts:**

1. Full name of child
2. Year group of child
3. The date that symptoms first started
4. Date of test
5. A contact number
6. Names of any friendship contacts i.e. those who your child might socialise with at break and lunch.

The above email address will not be monitored beyond Xmas Eve; you should follow the procedure below.

**IF YOUR CHILD DEVELOPS SYMPTOMS OF COVID19 MORE THAN 48 HOURS AFTER THEIR LAST DAY IN SCHOOL**

You must seek a test for your child and the household must isolate at home until the test result is returned.

If the test result is positive for COVID-19, having developed symptoms more than 48 hours since being in school you must contact NHS Test and Trace and follow the advice given by them: [www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/](http://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/)

You should contact the school if your child will be absent, in time for the first day of the new term.

If you are contacted by the school because your child is identified as a close contact of someone who has tested positive for COVID19, they are advised to self-isolate for 10 days.

These details will be posted on our website for easy access if needed.

Best wishes

**Clare Costello**  
**Headteacher**

### **Appendix**

#### **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.

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'.

Further information is available at: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

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.

#### **Symptoms**

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

- a new continuous cough
- a high temperature
- a loss of, or change in, your 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/>