

11<sup>th</sup> October 2020

Dear Parent/Carer

I am writing to inform you that unfortunately a student in Year 9 has tested positive for COVID19. The student concerned is doing well and has not been in college for more than a week. Following advice from the Department for Education and the local authority, we have carried out a careful contact tracing exercise, working back 48hrs from when the child started to feel unwell, and we have identified a small number of students who came into close and more sustained contact. These students have been informed that they will need to isolate for a period of 5 college days from now (this is only 5 days as the affected student has been isolating for the past week). **Your child has NOT been identified as a close contact and is therefore still able to attend college as usual unless they (or anyone else in your household) are displaying symptoms.**

**The main symptoms of coronavirus are:**

- high temperature
- new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.

If you, your child, a household member or a member of your support bubble develops any of these symptoms, you should notify us immediately, and arrange a test by visiting <https://www.nhs.uk/ask-for-a-coronavirus-test> or by phoning 119. You must self-isolate if you have coronavirus symptoms or live in the same household as someone who does. **It is imperative that if anyone in your immediate family is symptomatic – your child must not attend college. Please notify us that your child will be absent and self-isolating.**

**If your child has displayed symptoms and we have asked them not to attend college:**

- You should isolate for 14 days, along with anyone who forms part of your support bubble. This can end for everyone, your child included, if the test result comes back negative.
- Where a child/ member of staff tests positive they must self-isolate for 10 days from the onset of symptoms.
- Where a child/member of staff have been identified as a close contact to a positive case, they will be sent home and advised to self-isolate for 14 days. The contact's household/support bubble will not need to self-isolate unless the child/member of staff subsequently develops symptoms.

In the meantime, we would like to take this opportunity to remind you of the steps that we can all take to minimise the risk of spreading infection.

**Coronavirus has not gone away, and following these simple measures remains as important as ever:**

- 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
- Follow our guidance on the wearing of face coverings on the way into and leaving college and whilst moving throughout the buildings.

The government has also made clear three simple actions we should all be following:

- Wash hands keep washing your hands regularly
- Cover face wear a face covering in enclosed spaces
- Make space stay at least 2 metres apart - or 1 metre with a face covering or other precautions.

Keeping our college safe relies on everyone staying safe outside college too. By adhering to the measures set out by government you are helping us reduce the spread of infection so we can continue to protect your children and our staff.

Thank you for your continued cooperation.

Yours faithfully



Simon Warburton  
Principal