

21<sup>st</sup> September 2020

Dear Parent/Carer,

We have been advised this morning that there has been a confirmed case of COVID-19 within our school community.

We have carried out a full risk assessment and identified all those who may have been in close contact with the affected case and have advised that they must stay at home and self-isolate until 14 days after their last contact.

Parents/carers of all those children identified have been contacted to inform them. **If you have not been contacted, your child has not been identified as a close contact and therefore does not need to make any change to their usual routine, including school attendance.**

The most common symptoms of COVID-19 are:

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

If your child, or anyone in your household, develops these symptoms, your whole household must remain at home and not go to work, school or public areas; school should be notified of any absence for this reason. You should arrange testing for the person who has developed symptoms. Testing can be arranged by calling 119 or via the NHS website: [www.nhs.uk/coronavirus](http://www.nhs.uk/coronavirus)

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

- wash your hands with soap and water often – do this for at least 20 seconds;
- use hand sanitiser 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;
- maintain social distancing with non-household members of over 2 metres.

Further information is available at [www.nhs.uk/coronavirus](http://www.nhs.uk/coronavirus)

Yours sincerely,



Andrea Radcliffe

Headteacher