



## Covid-19 Updates 2020/21 - Letter 2

29<sup>th</sup> September 2020

Dear Parents/Carers

I would like to provide a further update in relation to the letter issued yesterday evening. I understand this is a worrying and concerning time for everybody. I wish to reassure you that we are working very closely with Public Health England (PHE) and the Local Outbreak Response Team at Worcestershire County Council, who I have spoken to this morning.

As a result of the risk assessment and the measures taken by the school, eg detailed seating plans for every lesson, and students in bubbles, we have been able to identify close contacts of the person who has tested positive for Covid-19. The school has been set up in this way to avoid disrupting the education and work of the majority of students and staff who would not have come into contact with the person who has tested positive. Therefore, the School remains open and providing your son / daughter remains well, they can continue to attend school as normal. We will keep this under review. At the moment, the wearing of face coverings in communal areas is optional until we receive notification that they must be worn. Please remember that they are advisory on school contract buses, and compulsory on public bus services. As a precaution, we have moved assemblies online, with students accessing them via their tutor group.

Legally we are not allowed to identify the person who has tested positive for Covid-19. Therefore, please can I politely ask you not to contact the front office for further information in relation to this. The reception and pastoral support staff do not know, and they cannot give you any more details.

In terms of track and trace, we are guided by Public Health England at all times. We have worked as quickly as we can and several staff remained in school until 9pm last night to work with PHE in terms of identifying and contacting the parents of students who need to self-isolate. PHE are also working directly with the person who has tested positive in terms of track and trace.

I appreciate that many families have vulnerable members. However, again we are guided by PHE and, in relation to this, as of today the school remains open and, providing your son/daughter remains well, they should continue to attend school as normal. We cannot authorise absence for any students who have not been instructed to self-isolate. Work will only be set for those students who have been instructed to self-isolate by the school or PHE. Please can I remind you of [the guidance for parents in relation to Covid-19 related student absence](#), which was posted on the website on 18<sup>th</sup> September.

It may well be that we have another confirmed case of Covid-19 at some point. Having experienced the logistical and administrative process that is required by PHE, in the interests of informing you as quickly as possible, the following communication will take place, should there be a further confirmed case in school. **If your child has been identified as needing to self-isolate, you will be informed initially by means of a text message. A follow-up letter will then be issued by post.** An example of this is posted online with this update letter, and is the same as that which is being issued today to the parents of those students who are currently required to self-isolate. The text system only allows 150 characters, and therefore the message will read:

***CV19 case confirmed. Your child in Yr XX must self-isolate immediately. No other household member needs to. Sample letter on website dated 29-09-20***

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It may be that we are informed of a positive case during a weekend, and as a precautionary measure, whilst we are establishing whom the close contacts are, we may initially ask more students to self-isolate to prevent any spread of the virus. If we can identify that students have not been in close contact, we will notify you in order that they may return to school as quickly as possible.

In terms of work, this will be set through Show My Homework and a member of staff will also contact your child during the period of self-isolation.

I appreciate these are challenging and testing times for everybody. I wish to reassure you that the atmosphere in school is very positive among students and staff alike, and our objective is to ensure that the school delivers the best environment for learning as safely as we can.

Thank you for your continued support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A Evans'.

**Dr A Evans**  
**Headteacher**

