



**Principal:** Dr Katharine Vincent

Monday 30<sup>th</sup> November 2020

Dear parent/carers,

I am writing to advise you that the school has been notified today about one confirmed case of student within the school who has tested positive for Covid-19.

In line with national guidance, we have reported these cases to the relevant authorities. We have been advised that there are a small number of other students in Year 13 who must self-isolate, as they have been identified as potential close contacts of the cases.

**If your child is in one of the affected groups, you will be contacted directly by the school and informed that your child must self-isolate for 14 days since their last contact with the case.** Only students who have been identified as close contacts of the students who have tested positive are required to self-isolate. All other students must continue to attend school as usual during this time.

I want to take this opportunity to reassure you that we have taken swift action in this case. We are following all relevant guidance and will continue to do so. All cases will be referred for advice to the DfE, Public Health England and the relevant authorities.

We know that you may find the situation 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.

The small number of students who have been in close contact with the individual who has tested positive for coronavirus will receive a letter and phone-call informing them that their child must stay at home for 14 days since their last contact with the student who has tested positive, which was Friday 13<sup>th</sup> November 20. Students will continue with their lessons online and will be contacted by their teachers via email or through Teams to explain how this will work.

### **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.

All other household members who remain well, must stay at home and not leave the house for 14 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>



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The 14-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.

If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online. Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community.

If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

### 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 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

I would also like to take this opportunity to remind you that all students and staff are required to wear face-masks around the UTC building, at all times except when they are in lessons.

Many thanks for your continued support during this time.

Yours sincerely,

Dr K Vincent  
**Principal**