



29th September 2020

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Dear Parent/Carer,

We have been informed that there has been a confirmed case of COVID-19 within the school. We have carried out a full risk assessment and identified that due to the size of the school the person who has tested positive is more than likely to have had contact with staff and pupils.

It is unfortunate, but possible, that your child may be innocently sitting next to someone infected but they CAN take steps to prevent themselves being identified as a close contact in many other situations.

I appreciate how challenging this situation is for our children, parents and carers, but the Senior Management Team have decided to close the school tonight Tuesday 29th September 2020. We intend to carry out a deep clean, but this will not start until Monday 5th October, this will take 3 days. We will make the decision to re-open at that point.

Can I ask all parents/carers to report any positive cases to any of the following staff:

Christine Smiles 07711 405732

Helen Richardson (Primary) 07710 655522

Karen Cowans 07929 893626

It is important that we have this information as this will inform our next steps.

The most common symptoms of COVID-19 are a 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.

You should arrange testing for the person who has developed symptoms. When the result is known further advice will be available. Testing can be arranged by calling 119 or via the NHS website: nhs.uk/coronavirus How to stop COVID-19 spreading. 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 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 is available at nhs.uk/coronavirus Further information from Head Teacher
- We have carefully thought about:
 - Contact between each child and teacher/support staff and identified, the majority of have been in contact with the person.
 - Pupils and staff who have sat next to or in close proximity to the person on the school bus

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In all the cases above, the time period stretches from 2 days prior to the symptoms being developed until the last contact with the child. If further cases develop in this year group, the resulting actions MAY be different and the whole bubble MAY be sent home to self-isolate. The infected student in this case did not experience the common symptoms identified above but had an upset stomach/nausea. They are fine and recovering well.

Close Contact A 'contact' is a person who has been close to someone who has tested positive for COVID19 anytime from 2 days before the person was symptomatic up to 10 days from onset of symptoms (this is when they are infectious to others).

For example, a contact can be:

- people who spend significant time in the same household as a person who has tested positive for COVID-19
 - a person who has had face-to-face contact (within one metre), with someone who has tested positive for COVID-19, including:
 - being coughed on or having a face-to-face conversation within one metre
 - having skin-to-skin physical contact, or contact within one metre for one minute or longer without face-to-face contact
 - a person who has been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes
 - a person who has travelled in a small vehicle with someone who has tested positive for COVID-19 or in a large vehicle or plane near someone who has tested positive for COVID-19
- It is this definition that I have used this weekend, on the advice of Public Health England, to identify students or staff who should self-isolate. I have highlighted some crucial passages.

I am happy to answer questions if you would like any further information. We have sent work home for the children, please email any of the teaching staff if you have queries with work, they will be working from home.

Yours sincerely
FOR TALBOT HOUSE TRUST

Mrs C. Smiles
Head Teacher