

22nd October 2020

Dear Parents and Carers,

We have been advised by Public Health England that there has been an individual confirmed case of COVID 19 within the school community. However, in light of our track and trace investigations we do not feel it necessary for your child to stay at home or isolate.

Your child should continue to attend school.

We know that you may find this concerning but 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.

The small number of children and/or staff who may have been in direct prolonged contact with the confirmed case have received an individual letter and will be isolating at home for 14 days. Affected students will continue to receive comprehensive virtual education via our remote platform. **The school remains open and your child should continue to attend if they remain well. Please be reassured that for most people, coronavirus (COVID 19) will be a mild illness.**

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> 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>

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. 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 or anyone in the household does develop symptoms, you can seek advice from NHS 111 <https://www.nhs.uk/conditions/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
- 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

Please ensure that your child comes to school with their own face covering (preferably reusable & washable) This should be a different face covering to any that is worn when using public transport(which should be placed correctly in a sealed plastic bag on arrival). Students are now required to wear their face coverings when moving around the school, in communal areas and where a distance of 2 metres from the nearest person cannot be maintained, unless they are exempt.

Whilst we promote social distancing at all times whilst on the school site, students must keep their own personal record of any person with whom they come into 'Close Contact' within the environs of the school (i.e. within 2 metres for a 15 minute period or face to face contact with someone less than one metre away, even if a face covering is worn). This includes lunchtime and when travelling to and from school.

This is an added contingency to supplement the Norwood School 'Track and Trace System' which aims to record all students and staff that your child may have come into close contact with at school. It is also intended to provide further reassurance that no individual has been overlooked or omitted.

We would like to extend our thanks to parents and students for their continued support for the school during this testing time. Staff have been greatly reassured by the high levels of compliance, confidence and respect that our community continues to show in our revised procedures and the school's approach more generally. This is very much appreciated by staff and governors.

Yours sincerely,

Mrs Webster
Headteacher