



21<sup>st</sup> September 2020

Dear Parents and Carers

Understandably we are receiving multiple questions daily regarding attendance to school. As a result we have tried to put together some quick reference guides to help you.

1. Do not send your child to school if they have any symptoms (*see attached information from the Department of Education*).
2. Do not send your child to school if anyone has symptoms in your household.
3. If your child has symptoms seek a test as soon as possible and isolate for 14 days unless you receive a negative test result. If a negative result is received, your child can return to school.
4. Inform us of any Covid-19 test results as soon as possible.
5. If your child is generally unwell (eg with a cold, upset stomach etc) and unable to attend school, please contact us and let us know by 9am.

Please read the attached guidance posters for clarification.

Kind regards

A handwritten signature in dark ink that reads 'L Jenkins'.

Laura Jenkins  
Headteacher

# Covid-19 – what to do if...

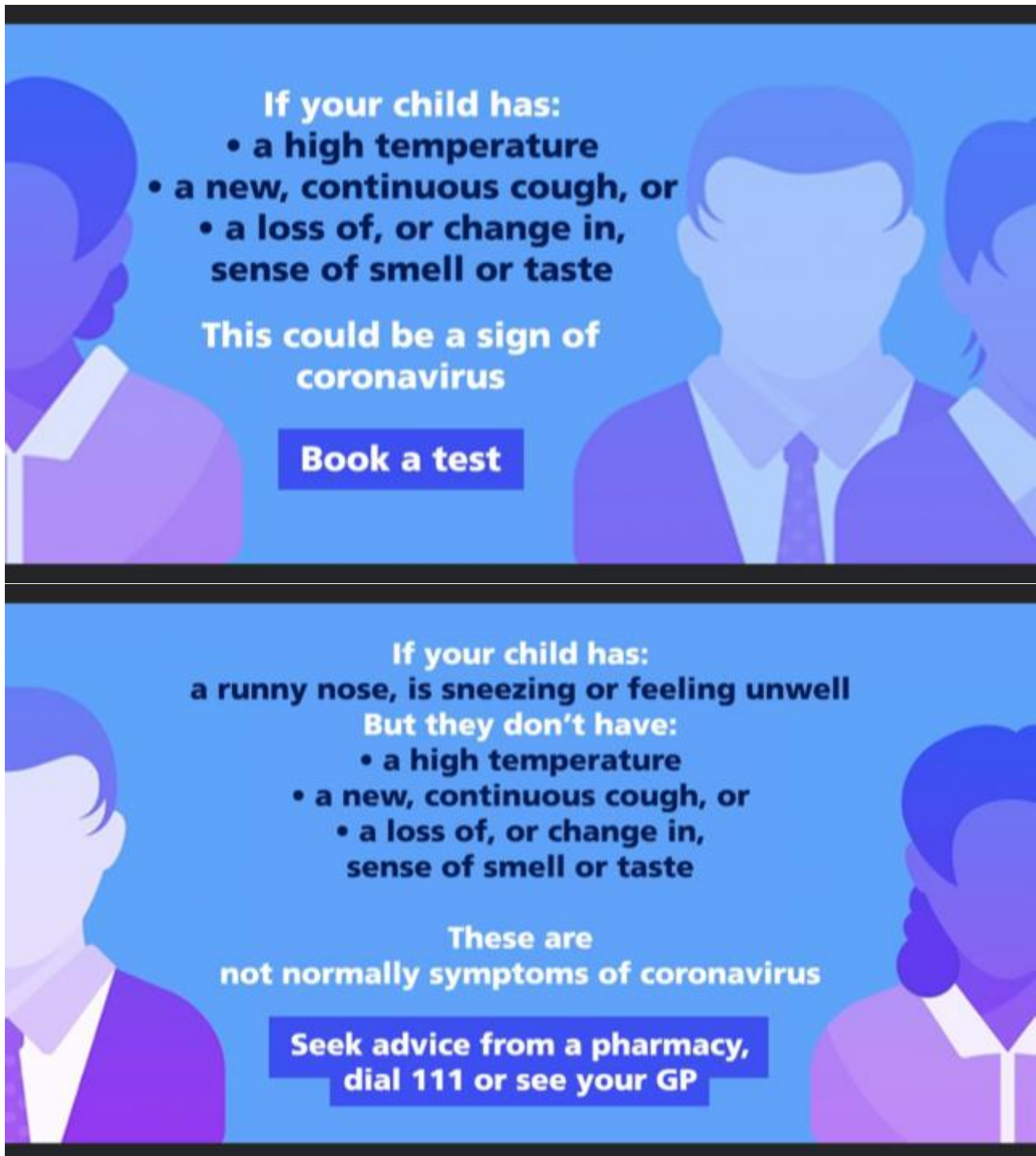
A quick reference guide for parents and staff (September 2020)

What to do if...	Action Needed	Return to school when...
...my child/a member of staff has Covid-19 symptoms. High temperature for any period of time OR a new continuous cough OR a change/loss of smell or taste	<ul style="list-style-type: none"> <li>- <b>Do not come to school</b></li> <li>- <b>Contact school to inform us</b></li> <li>- Self-isolate the whole household</li> <li>- Get a test</li> <li>- <b>Inform the school immediately about the test result</b></li> </ul>	...the test comes back negative <b>or</b> a period of 10 days has passed since the symptoms started, and the student/member of staff feels well.
...my child/a member of staff tests positive for Covid-19.	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- <b>Agree an earliest date for possible return (minimum of 10 days).</b></li> <li>- Self-isolate the whole household.</li> </ul>	...10 days have passed since symptoms began, even if they still have a cough or loss of taste/smell. (These symptoms can last for several weeks.) <b>AND</b> the student/member of staff feels well.
...my child/a member of staff tests negative.	<ul style="list-style-type: none"> <li>- <b>Contact school to inform us.</b></li> <li>- Discuss when your child/member of staff can return to school (same day/next day).</li> </ul>	...the test comes back negative.
...my child/a member of staff is ill with symptoms not linked to Covid-19 e.g. sickness & diarrhoea	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- Ring on each day of illness.</li> </ul>	...after 48 hours following the last bout of sickness or diarrhoea
...someone in my household has Covid-19 symptoms.	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- Self-isolate the whole household.</li> <li>- Household member to get a test.</li> <li>- <b>Inform school immediately about test result.</b></li> </ul>	...the test comes back negative or a period of 10 days has passed since symptoms presented and the person feels well.
...someone in my household tests positive for Covid-19.	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- <b>Agree an earliest date for possible return (minimum of 14 days).</b></li> <li>- Self-isolate the whole household.</li> </ul>	...the student/member of staff has completed 14 days of isolation.
...NHS test and trace has identified my child/a member of staff as a close contact of somebody with symptoms or confirmed Covid-19.	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- <b>Agree an earliest date for possible return to school (minimum of 14 days).</b></li> </ul>	...the student/member of staff has completed 14 days of isolation.
...NHS test and trace has identified a household member (other than my child/a member of staff) as a close contact of somebody with symptoms or confirmed Covid-19.	<ul style="list-style-type: none"> <li>- <b>The household member must self-isolate for 14 days.</b></li> <li>- The student/member of staff can continue to attend school.</li> </ul>	...student/member of staff can continue to attend school
... a sibling attending another school has been sent home to self-isolate due to their being a positive case in their school.	<ul style="list-style-type: none"> <li>- <b>Sibling must self-isolate for 14 days.</b></li> <li>- Axe Valley Academy student(s) can continue to attend.</li> </ul>	...student can continue to attend school
... my child/member of staff has travelled abroad from a country or territory that is NOT on the exempt list of countries.	<b>If returning from a destination where quarantine is needed*:</b> <ul style="list-style-type: none"> <li>- minimum of 14 days self-isolation for all those who travelled.</li> <li>- contact school to inform us you are back in the country and we will agree an earliest date for possible return to school.</li> <li>- Self-isolate the whole household.</li> </ul> * <a href="#">Foreign, Commonwealth &amp; Development Office (FCDO)</a> – for up to date travel information	...the quarantine period of 14 days has been completed.
... my child/member of staff has travelled abroad from a country or territory that IS on the exempt list of countries.	<b>If returning from a destination where quarantine is NOT needed:</b> <ul style="list-style-type: none"> <li>- Check the current <a href="#">Exempt countries and territories list</a> to confirm the country you have travelled from or through is on the exempt list.</li> <li>- Ring school to inform us you have returned to the UK and agree a return date to school.</li> </ul>	... you have informed the school of your return to the UK ( <i>the school will ask you a few questions about your travel</i> ).
...I have travelled from a country that requires us to quarantine (but my child didn't travel).	<ul style="list-style-type: none"> <li>- As long as you do not have / have not had symptoms in the last 14 days, your child can continue to attend school.</li> <li>- The person who has travelled MUST NOT leave the house, including to do pick-ups and drop offs</li> </ul>	...student can continue to attend school
...we have received medical advice that my child/member of staff must resume shielding.	<ul style="list-style-type: none"> <li>- <b>Do not come to school.</b></li> <li>- <b>Contact school to inform us.</b></li> <li>- Shield until you are informed that restrictions are lifted and shielding is paused again.</li> </ul>	...school inform you that restrictions have been lifted and your child/member of staff can return to school again. ...you receive medical advice that your child may return to school.
...my child's bubble is closed due to a Covid-19 outbreak in school.	<ul style="list-style-type: none"> <li>- <b>The student must not come to school.</b></li> <li>- Support your child at home with remote education provided by your school.</li> <li>- Your child will need to self-isolate for 14 days.</li> <li>- <b>Other siblings may continue to attend school.</b></li> </ul>	...school inform you that the bubble will be reopened.
... I am unable to get a test for someone in the household who has symptoms	<b>If you are not able to get a test in the first 5 days of having symptoms, your child/member of staff and anyone they live with must stay at home and self-isolate for 14 days. Anyone in your support bubble must also stay at home.</b>	...the student/member of staff has completed 14 days of isolation.

## **Information from the Department for Education** *(September 2020)*

If your child is unwell, but isn't displaying any of the three coronavirus symptoms, there's no need to book a test.

After they've recovered, they can return straight back to school.

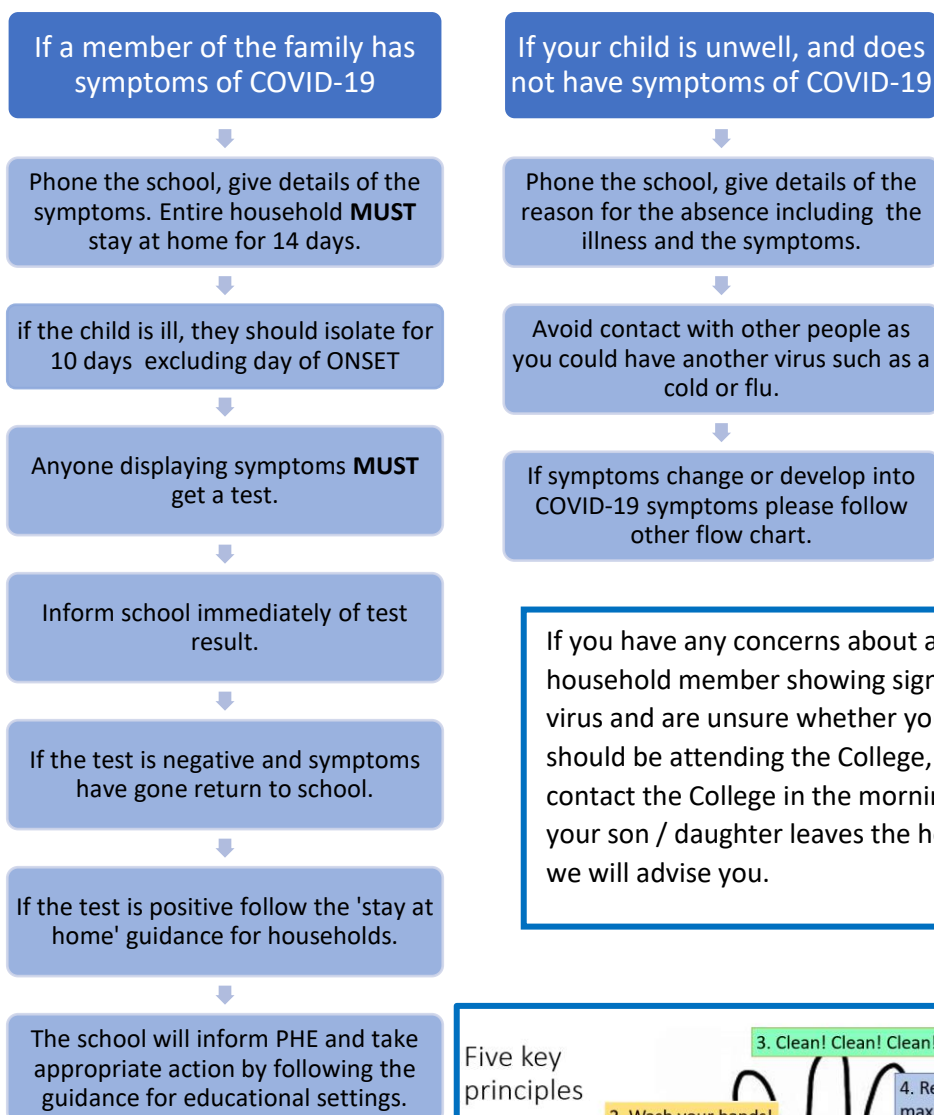


## Reporting an Illness

In order to protect our school community and keep children, staff and families safe please follow the guidance below if a member of your household is unwell. It is vitally important that if you are contacting the school to report an absence due to ill health that you give the **nature of the illness** and **each symptom**. The flow chart below shows clearly what steps need to be taken in the event of illness.

### COVID-19 Case Definition:

- A high temperature
- A new, continuous cough
- A loss of, or change to, your sense of smell or taste



<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

### Five key principles

