

Dear [parent/carer/guardian]

## **Re: Contact with Positive Case**

We have been advised that there has been a confirmed case of COVID-19 within the school. We have followed the national guidance and have identified that your child has been in close contact with the affected individual. Your child is not required to self-isolate, unless they have symptoms, but we request that they take a PCR test as soon as possible.

PCR tests can be booked online through the [NHS Test & Trace website](#) or by calling 119. Your child can continue to attend school while they await the results of the test. We are asking you to do this to reduce the further spread of COVID-19 to others in the community.

If the PCR test is positive, they will be required to self-isolate for 10 days from the date of the test. Please see the link to the PHE Staying at Home Guidance. <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

## **What to do if your child develops symptoms of COVID 19**

If your child develops symptoms of COVID-19, they 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.

## **How to stop COVID-19 spreading**

There are things you can 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

## **Further Information**

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

We recognise how difficult the past 18 months have been and the sacrifices that all families, education and childcare settings have had to make. This has

been an enormously challenging time for everyone and we would like to take the opportunity to thank you for everything you have done.  
Yours sincerely,

Yours sincerely  
Headteacher