

15th September 2020

Dear Parent(s)/Carer(s):

I am writing to inform you that we found out today that one of our Year 9 students has tested positive for COVID-19. The student concerned developed symptoms last Wednesday 9 September, in the evening, and was tested on Sunday, with the test result being communicated to them today. The student concerned has been at home since Thursday 10 September. From the information that we have, it would seem that the infection was as a result of indirect transmission from a person not connected with the school, who has also tested positive. We are grateful to the family involved for the responsible action they have taken and the timely communication with the school.

We have, of course, followed correct procedure in contacting Public Health England (PHE), but await a response from them in terms of specific guidance, given the particular circumstances of this situation. When they get back in touch, the risk assessment process that we will conduct with the local PHE Health Protection Team will establish 'close contacts' with the student over the period that they were infectious. Close contacts are defined as people who have had:

- face-to-face contact with an affected individual, within a one metre distance, over any period of time (including: having a face-to-face conversation; being coughed on; or having skin-to-skin contact); or
- extended contact with an affected individual, within a two metre distance, for over 15 minutes; or
- a journey with an affected individual, in a small vehicle (such as a car).

In the interim, as the student concerned was in school during the period before the onset of symptoms, we have decided that the most prudent measure would be to ask all students in Year 9 (the year group 'bubble') to self-isolate at home, until we have further information and guidance from PHE. Whilst the default period of time for self-isolation is 14 days (and would apply from the latest point at which contact was possible, i.e. Wednesday 9 September), this may not be necessary for all students in the year group 'bubble'. We will clarify and advise as soon as we are able to do so with confidence. Furthermore, anyone else who we have good reason to believe was in 'close contact' with this student will also be asked to self-isolate. Please note that this student did not use school transport.

Household members of students in year 9 do not need to self-isolate, unless they begin to develop symptoms themselves.

Furthermore, please also remember that if a student does develop symptoms, then they should get a test and:

- if the test is negative, remain in isolation for the rest of the 14-day period;
- if the test is positive, inform the school immediately and isolate for at least ten days from the onset of the symptoms (which could mean that the self-isolation period ends before, or after, the end of the 14-day period). Their household should self-isolate for at least 14 days from when they first had symptoms.

Work for Year 9 students studying at home will, in the first instance, be set via 'Show My Homework'. Further detail will follow.

Thank you for all your support over this difficult time. We will keep you informed of any developments, in the context of further advice and clarification from PHE and will, of course, continue to take very seriously both the safety and welfare of all members of the school community and the quality of the education that we are providing.

Sincerely:

A handwritten signature in black ink, appearing to read 'Stuart Jones', written over a faint, circular stamp or watermark.

**Stuart Jones**  
**Executive Headteacher**