

Dear Parents,

We are living in times of uncertainty as the country (and the world) aims to limit the spread of COVID-19. This letter aims to provide you with information on the actions we will take if we receive confirmation of a positive test result for COVID-19. I know that a positive test result may cause you some concern but we want to reassure you that we will take all necessary actions in this situation.

We are unable to provide exact details on our actions because of the many factors that will influence how we act (e.g. the time at which we receive confirmation) but hopefully this will provide you with an outline of our actions.

People displaying symptoms

STEP 1

- If your child(ren) or someone in your household develops symptoms please email Mrs Bosley (headteacher@marstonmontgomery.derbyshire.sch.uk) to inform her of this.
- Continue to update Mrs Bosley on when you have secured a test, the arrival of the test and the result you receive.

STEP 2

- It will assist us greatly if a member of our school community receives notification of a positive test result if you inform us as soon as you can.

In the situation where a member of your household has symptoms the whole household must self-isolate until you receive a negative test result for all members of the household displaying symptoms. In the situation that a member of your household receives a positive test result you must follow these guidelines (taken from the NHS website), -

Positive test result

A positive result means you had coronavirus when the test was done.

If your test is positive, you must self-isolate immediately.

- If you had a test because you had symptoms, keep self-isolating for at least 10 days from when your symptoms started.
- If you had a test but have not had symptoms, self-isolate for 10 days from when you had the test.

Anyone you live with, and anyone in your support bubble, must self-isolate for 14 days from when you start self-isolating.

Actions we will take if a pupil or staff member receives a positive test result

The main difficulty we have in planning what to do in response to a positive case is the timing of receiving the information. Our plan may need amending depending on the time we receive the notification. The information below aims to give you an outline of the actions we will take.

STEP 2: Communication

- Mrs Bosley will contact all school staff to inform them and briefly outline next steps / tasks to be completed.



- Mrs Lovett (Clerk to Governors) will email all Governors.
- Mrs Bosley (supported by either Mrs Lovett or Mrs Watts and Mrs Murby) will contact all parents to inform them and share initial next steps. This could be late at night, first thing in the morning or during the school day. The communication will be via text message and email. At this point we anticipate that we will be informing you that the school will be closed until we receive advice on our next steps.

STEP 3

- School staff will contact parents to discuss any concerns you may have and to explain our next steps.
- Mrs Bosley will contact Public Health England through the DfE helpline who will provide information on the actions we need to take based on the latest public health advice.

STEP 4

- As soon as we know the actions we must take, we will communicate this to parents via email. A text message will be sent to inform parents of the email. Parents without access to email will receive a phone call.

STEP 5

- In the event that this results in a mini-bubble or bubble remaining at home for a period of time learning will be provided to those children. Please refer to the letter detailing how that will work and our expectations of this.

If you have any questions regarding the procedure outlined above please ask a member of school staff.

Kind regards

Teresa Bosley
Head Teacher