

Dear Parents/Carers

**Covid-19 Update: What will happen if a pupil and / or staff member display Covid-19 symptoms in school**

I am sorry to write so soon, However, the current situation regarding Covid-19 locally and nationally is 'dynamic' and following my recent letter, I need to update you on Trust processes and procedures.

It is being widely reported there are issues with accessing Covid-19 testing and delays in receiving test results. Public Health have committed to testing and results being received within 48 hours, due to the issues with testing capacity this is proving not to be the case locally.

The Trust will continue to review its approach, in line with Government guidance, and will do everything we can to reduce Covid-19 risk in schools, but as I have previously stated we cannot guarantee a Covid-19 free environment.

I want to update you on the process should a pupil and / or staff member display symptoms in school. If a staff member or pupil show one or more potential, symptoms (listed below) in school they will be isolated, sent home, and asked to book a Covid-19 test. Covid-19 symptoms:

- A high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- A loss or change to your sense of smell or taste – this means you have noticed you cannot smell or taste anything, or things smell or taste different to normal

If test results are delayed (beyond 2 school days), Trust schools will contact parents and staff within the bubble, by telephone to inform you that possible Covid-19 symptoms are being investigated. School based staff will be able to discuss options with you about what interim measures will be put in place to support pupils until test results are received, this may include you deciding to keep your child at home until we receive the test result if you wish.

To be clear we will only follow this process if:

1. Symptoms develop while in school/on transport to or from school **and**
2. Test results have not been received after 2 school days

Should a pupil, a member of the family, or a member of staff display symptoms whilst at home, please inform the school and follow national guidance.

It is a complex, dynamic situation and I can only apologise for the complexity. I thank you your co-operation, please continue to communicate with your school if you have any questions or queries.

Yours sincerely

Guy Chappell  
Executive Director  
Special Partnership Trust