

Date: 18/11/2020

Important Information for Parent/Carers related to Covid School Measures

Dear Parents/Carers,

Please be assured that the school is ensuring that we follow the advice from Public Health England and The Department for Education in relation to the closing of bubbles or when a small group of individuals are asked to self-isolate. When there is a single case within a year group, only those children who have had close contact with the individual who has tested positive will be asked to self-isolate for 14 days. If your child is identified as a close contact the school will ring you to inform you of this and then an individual letter with your child's name on the letter, will be sent to you by email. Another letter is then sent out to the whole school community to inform them that the school has had a positive case in a particular year group.

If we have multiple cases within the year group, then following Public Health Advice, we may then be told to close an entire year group bubble. The school does not make the decision on closing an entire year group, this is a decision that will be made by Public Health England when we contact them about a positive case.

Please find below the process that the school follows when we are made aware of a positive case:

1. Principal will work with staff to identify close contacts of the individual.
2. Principal will then contact the Department for Education to report the case and inform of the number of close contacts - no names are given of any individuals.
3. DFE will then advise the school on who should self-isolate.
4. School will then contact the individual contacts by telephone and a letter will also be emailed to a parent/carer.
5. School will then inform the rest of the school community via the school app of a positive case and which year group it applies to.
6. Principal will also speak to Public Health England, Health Protection Team and Local Authority if told to do so by The Department for Education to seek further advice.

In order to reduce the risk and stop the spread of infection, the school has the following measures in place since September:

1. Social distancing amongst year group bubbles, which means that no year groups mixes with any other year group throughout the school day. All year groups have separate break and lunch times from each other.
2. Time is allowed between lunch timings for each group so that all tables and stools are wiped down between year groups.

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3. Staff and children all have regular hand washing timetabled into the school day.
4. Lidded bins in classrooms to ensure that used tissues are disposed of hygienically.
5. Teachers ensure that children receive regular information on good hygiene and explanation of Covid measures in place.
6. Wipes, hand wash and sanitiser available for use in the classrooms.
7. There is enhanced cleaning taking place of the entire school throughout the day and after school.
8. Staff and children are maintaining distance within the classrooms as much as possible.
9. School have staggered start and finish times for each year group to avoid excess crowding.

In order to help the school to reduce the risk of infection, we strongly urge all parent/carers to wear a face covering and observe strict social distancing when waiting outside of the school gates and when on the school premises.

We also encourage all families to ensure that they self-isolate straightaway when a member of their household begins to develop Covid symptoms. It is important that individuals who develop symptoms then get tested and inform the school immediately of a positive case. Parents/carers must ensure that all siblings remain at home until you get the results of negative Covid test through. **Please do not send children into school if they have symptoms or if someone in your household has symptoms or is being tested for Covid.**

Symptoms

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness.

As mentioned during earlier communication, Slough has had a rise in cases in the local community since the end of October, which is why the school is now seeing a rise in cases as well in recent weeks. Within our school community at James Elliman Academy, we have not had any cases where an individual has been seriously ill or admitted to hospital after testing positive for Covid. I am pleased to inform you that all individuals have returned to school as normal after their isolation period.

I would like to take this opportunity to thank you for your continued support in ensuring that children do not miss out any further in their learning, by ensuring children attend school as usual. We understand that the current pandemic has caused anxiety amongst the community. Now more than ever it is important that we all work together to keep each other safe during these unprecedented times.

Take care and Keep Safe.

Yours Sincerely,



**Mrs T Johal
Principal**