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17th September 2020

Dear Parent / Carer,

Advice for Child to Self-Isolate for 14 Days (Year 8 only)

We have been advised that there has been a confirmed case of COVID-19 within the Year 8 cohort.

We have identified that your child has been in close contact with the affected case. In line with the national guidance we recommend that your child now stays at home and self-isolate until **Sunday 27th September**. Your child must not attend school or any public areas: your child must remain at home. Further details of what your child needs to do are in NHS Guidance:

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/>

We are asking you to do this to reduce the further spread of COVID 19 to others in the community. If you need support with isolation, please contact your local Council.

Other members of your household can continue normal activities provided your child does not develop symptoms within the self-isolation period.

If your child is well at the end of the period of self-isolation, then they can return to usual activities.

What to do if your child develops symptoms of COVID 19

For most people, especially children, COVID-19 will be a mild illness.

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

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

If your child develops any of these symptoms of COVID-19 arrangements should be made for them to be tested. At that time all other household members must also stay at home, not go to work, school or public areas, even for exercise.

Please note that if your child does receive a positive test it is essential that you contact the school.

Testing can be arranged by calling 119 or via the NHS website: nhs.uk/coronavirus

When the result of the child's test is known further advice will be available.



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:

- 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 nhs.uk/coronavirus

Picking your child up

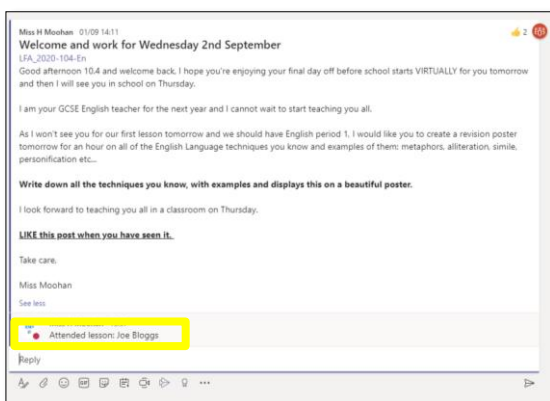
Your child needs collecting from school as soon as possible today. Please come to the new pupil entrance to collect your child. If you cannot collect your child, please contact the school.

Remote Learning

Work will be provided for pupils via Teams, as was during the lockdown period. **Pupils are expected to follow their school timetable** and follow the below instructions to access their learning.

A further guide of how to use Teams can be found on the website: https://longfield.swiftacademies.org.uk/wp-content/uploads/sites/5/2020/07/LFA_Microsoft-Teams-Guide-2020-V1.pdf)

- Pupils will log onto Teams
- Pupils will go to the Team which is their lesson for the hour
- The teacher will have provided work for the pupils on the Team
- Once pupils have completed the piece of work for that lesson, they must email it to their teacher, this can be a picture if pupils are handwriting work.
- To identify that they have attended the lesson, pupils are to write their name in the comments section of the uploaded lesson. For example:



Pupils who are on the list to receive work packs, will be sent out as soon as possible.

Please note that your child will be expected to return to school on Monday 28th September unless you receive any further information.

Yours sincerely

A handwritten signature in black ink, consisting of a series of fluid, connected strokes that form a stylized representation of the name 'N Lindsay'.

Mr N Lindsay
Head of School