

11th September 2020

Dear Parent/Carer,

We have been advised by Public Health England that there has been a confirmed case of COVID-19 in a member of staff within the school. We would like to confirm that the member of staff did not enter the school with any symptoms, as these developed over a weekend. Following this, they isolated themselves immediately and sought a test.

We know that you may find this concerning, but we have followed all of the advice given to us and are continuing to monitor the situation by working closely with the Leicester City Council Public Health team and Public Health England. This letter is to inform you of the current situation and provide advice on how to support your child. Please be reassured that for most people, coronavirus (COVID-19) will be a mild illness.

The children and staff who have been in direct contact with the confirmed case will already have received a text message, a phone call and an individual letter and will have been isolating from today.

The school **remains open to all other children** and your child should continue to attend if they remain well.

## 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.

If your child or anyone in the household does develop symptoms, you can seek advice from NHS 111 at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/> or by phoning 111.

## What to do if your child develops symptoms of COVID 19

If your child develops symptoms of COVID-19, they must not come to school and should remain at home for at least **10 days** from the date when their symptoms appeared. Anyone with symptoms will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119.

Transforming Lives

Acting Principals: Christina Bailey and Chris Heal  
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All other household members who remain well, must stay at home and not leave the house for 14 days. This includes anyone in your 'Support Bubble'.

The 14-day period starts from the day when the first person in the house became ill.

Household members should not go to work, school or public areas and exercise should be taken within the home.

If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.

Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community.

If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

Further information is available at:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

## 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

*Do*

- 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
- wear a face covering in shops and other public buildings, as well as when advised to in school <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own>

## Further Information

Further information is available at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

<https://www.gov.uk/coronavirus/education-and-childcare>

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Yours sincerely,

Two handwritten signatures in grey ink. The first signature is 'Bailey' and the second is 'Heal'.

Chris Bailey and Chris Heal  
Acting Principals

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