



7 January 2021

Dear Parents and Carers

We have been advised that there has been a single confirmed positive case of COVID-19 within the College.

We have closely followed the advice given by Public Health England and the Local Authority. 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 College has identified the direct contacts of the staff member concerned and they have been advised to isolate. In the current circumstances, with the reduced number of students on site, there are no children who have been in direct contact with the confirmed case.

**YOUR CHILD IS NOT AN IDENTIFIED CONTACT AND MAY ATTEND OUR CRITICAL WORKER & VULNERABLE STUDENT PROVISION, IF APPLICABLE.**

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

If your child develops symptoms of COVID-19, **you should organise for your child to be tested** via the [NHS online portal](#) or by calling 119. Everyone in your household should isolate until your child receives a negative test result giving the all clear.

#### **Symptoms of COVID 19**

The most common symptoms of coronavirus (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)

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

#### **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.

**Further Information**

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>.

Thank you for your understanding and co-operation

Yours sincerely

A handwritten signature in black ink that reads "W. N. Jenkins". The signature is written in a cursive style with a large, looped 'J' at the end.

**Mr WN Jenkins**  
**Headteacher**