

CLAVERHAM COMMUNITY COLLEGE

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Principal: Mr. P. Swatton, B.Eng (Hons)

Our Ref: PAS
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Dear Parents and Carers

NHS Test and Trace: COVID-19 testing for staff and students

I hope you this letter finds you well and that you have managed to enjoy the Christmas break so far. There is no doubt that 2020 has been an exceptional year, but I am sure that we are all hopeful that 2021 will see COVID-19 being brought under control with the latest advancements in both vaccines and testing procedures.

As I hope you are aware, we have been working hard over the past 9 months to keep our school as safe as possible in the unprecedented situation we face. The pandemic has meant that we are all trying to deal with rapidly changing circumstances especially with the conditions locally becoming even more challenging in recent weeks. In order to help to keep schools open and safe for all the government announced, just prior to the end of term, a programme of testing in secondary schools across the country. These tests are for those without coronavirus symptoms and are planned to begin in January using new, quicker COVID-19 tests known as 'lateral flow tests'. The programme suggested by the DfE is designed to be implemented in schools so that:

- all staff will be tested each week;
- all students will be tested twice, within five days, at the start of the programme;
- going forward, all close contacts of positive cases can be tested each day for seven days, so avoiding the need for self-isolation unless they test positive.

Despite the huge logistical issues that need to be resolved, I am fully supportive of this idea in principle as it has the potential to have a significant, beneficial impact on staff, students and their families. Along with the other protective measures we are taking, these tests will help staff and students to remain in school safely. Up to one third of people who have coronavirus experience no symptoms. By testing we will identify these asymptomatic cases, help to stop the virus spread and continue to keep our school open as safely as possible.

Testing will be provided free of charge; the plan is to test all staff and students with tests being rolled out from the start of term. The test is voluntary, but I would encourage everyone to take part in order to maximise the effectiveness of the overall programme.

I enclose an instructional leaflet about the test for your information.

The tests are provided in 'self-testing kits' and will be performed by students under the supervision of a trained adult. The role of the adult is to provide guidance on the correct procedure, ensure the safe handling of swabs and process the results.

The lateral flow tests return a result within approximately thirty minutes; this will be shared directly with staff and students participating if the outcome is positive. Where participants are under 16, parents or carers will also be informed of a positive result. Any student testing positive will have to be collected from school, as per our current procedures. Parents will then be strongly advised to ensure their child has a further test known as a PCR test to confirm the original result.

Any close contacts of a positive case will remain at school and be tested using the lateral flow test on a daily basis for seven days. Following this procedure we will be able to safely keep students in school and avoid any unnecessary self-isolation.

As you can undoubtedly imagine, in a large school this process is problematic. In order to test everyone in school once over a three-day period, it has been suggested that we would require 6 testing bays that would need to be staffed by 13 people, working six hours per day, according to the government's planning tool. As you will be aware, finding space in school to carry out this testing process will also provide a challenge in our current context.

Although there obviously remain significant obstacles, which we need to overcome in order to successfully implement this programme, we are continuing to develop our plans, as we have been over the past two weeks, in order to implement them in the new term and help to ensure the safety of members of the College and wider communities.

In order to carry out the programme of testing we will require the consent of parents and carers. Please could you fill in the form below together with the consent statement (one per student). These can be completed electronically [here](#) or alternatively can be completed and returned to the College via email or in person. Please see the separately attached Word version of the document if you are completing it online.

As previously advised, **the school will be closed to all students on Monday 4th January** for an INSET day as we will be making further preparations for the testing procedures. The day will also be used for teachers to set up remote learning for students.

Following on from the announcement by the Secretary of State for Education today, **students who are in any of the following categories only should attend school from Tuesday 5th January:**

- Students whose parents are Critical Workers, if childcare cannot be arranged.
These include:
 - Health and social care;
 - Education and childcare;
 - Key public services (including the justice system, religious staff, charities delivering key frontline services, those responsible for the management of the deceased, and journalists and broadcasters who are providing public service broadcasting);
 - Local and national government (those who are involved in delivering the coronavirus response or essential public services);
 - Food and other necessary goods;
 - Public safety and national security;
 - Transport;
 - Utilities, communication and financial services.

- Students in a vulnerable group, these include students who:
 - are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a

looked-after child

- have an education, health and care (EHC) plan
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance.

If your child is in any of the categories above please fill in the form using the link [here](#) before noon on 2nd January to ensure that we can plan provision for your child.

All other students in Years 7 to 11 should stay at home and engage in the remote learning provided by the College. Subject teachers will provide details of remote learning via Google Classroom, we will write to you again shortly with further details.

From Monday 11th January, all students in Year 11 should also return to school. All other students will continue with remote learning for that week.

Our current plan is that all Year 11 students taking part in the testing programme will be tested during this, their first week in school.

From Monday 18th January, all students should return to school.

We currently plan to test all remaining students from that third week of term, upon their return to school.

Any student showing symptoms of COVID-19 or those informed that they must self-isolate must not return to school and should follow the advice given by the NHS.

I regret I cannot provide any more detailed information regarding the exact timing of the testing programme at this stage, but I hope you understand that this is a rapidly moving situation, which continues to evolve. I will write to you again once any more information is made available to us or should any of the details change.

Please accept my apologies for any inconvenience that this staggered start to the term will cause, but I do believe that this will help us keep the school open for all students in the longer term, and put further measures in place to help ensure the safety of those in school as well as the wider community.

Yours sincerely

Mr P. Swatton

Principal



NHS Test and Trace: Registration and Consent for COVID-19 testing

To process the test, we will register all participating students. To complete the registration please fill in the form below and complete the consent statement. You are able complete this form electronically [here](#).

If returning this form by email please send it to paheadteacher@claverham.org

This common consent form has been designed for use by parents and guardians of pupils and under 16s, pupils and students over 16 and staff.

- **For students younger than 16 years** - this form must be completed by the parent or legal guardian. Please complete one consent form for each child you wish to enrol.
 - **Pupils and students over 16** can complete this form themselves, having discussed participation with their parent / carer.
 - **Staff** will complete this form themselves.
1. I have had the opportunity to consider the information provided by the school/college about the testing, ask questions and have had these answered satisfactorily, based on the information presented in the letter dated 30/12/2020.
 2. In the case of under 16s, I have discussed the testing with my child and my child is happy to participate. If on the day of testing they do not wish to take part, then they will not be made to do so and consent can be withdrawn at any time ahead of the test.
 3. I consent to having / my child having a nose and throat swab for a lateral flow test.
 4. I consent that my / my child's sample(s) will be tested for the presence of COVID-19.
 5. I understand that if my child / my result(s) are negative on the lateral flow test I will not be contacted by the school/college except where they/you are a close contact of a confirmed positive.
 6. If the lateral flow test indicates the presence of COVID-19, I consent to my child having a nose and throat swab for confirmatory PCR testing, which shall be sent the same day to an NHS Test & Trace laboratory.
 7. I consent that I / they will need to self-isolate following a positive lateral flow test result, until the results of the confirmatory PCR have been received.
 8. I agree that if my / my child's test results are confirmed to be positive from this PCR test, I will report this to the school / college and I understand that I/ my child will be required to self-isolate following public health advice.
 9. I consent that if a close contact of my child tests positive but I / my child has tested negative, I / they will continue to attend school / college but will be tested every day at school / college for 7 days.



NHS Test and Trace: Registration and Consent for COVID-19 testing

Student First Name	
Student Last Name / Legal Surname	
Student Date of Birth	
Student Gender at birth	
Is the student currently showing any COVID-19 symptoms?	
Today's date	
Home Postcode	
Parent / Carer Email Address	
Parent / Carer Mobile Number	

Name of student to be tested	
Year group (if applicable)	
Name of parent or guardian	
Signature	
Date	
Relationship to child	

If returning this form by email please send it to paheadteacher@claverham.org

Additional Information

What if a pupil tests positive?

Participating staff and pupils who test positive will be informed about their results individually. Where participants are under 16, parents or legal guardians will also be notified. Guidance on safe travel and additional precautions will be provided along with test results.

Pupils will need to take a further 'PCR test' (similar to those done in local and regional testing sites) on the same day (or as soon as possible). The school may be able to provide these PCR test kits to perform at home or you can go to www.gov.uk/get-coronavirus-test or call 119 to book a follow-up test. If ordering a PCR test yourselves, you should choose to visit a drive-through test site if possible, as it is faster than requesting a home test.

During this time while they wait for the PCR result (via text / email) they will need to self-isolate.

If the PCR test returns a positive result they will have to self-isolate and follow the guidance from NHS Test and Trace.

What happens if the test is negative?

They will be able to stay in school and resume their activities as normal. A pupil will only be told if they test positive on a 'lateral flow' test, so if you do not hear you can assume it was negative. A small number of pupils may need to repeat the test if the first test was invalid or void for some reason.

What if a close contact at school/college tests positive?

A close contact of someone in school who has tested positive for COVID-19 will be able to return to school if they agree to be tested once a day for 7 days and the test is negative. If they do not want to take the test, they will need to self-isolate as per the national guidelines. This does not apply to household members or close contacts outside of school who will still need to self-isolate. Further details will be provided at the time, but if you would prefer to self-isolate instead of doing daily testing, you can.

What if my child develops symptoms?

This testing programme at school is for people with no symptoms. If your child develops symptoms at any time (such as a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste) they must immediately self-isolate, and book a test by calling 119 or visiting <https://www.gov.uk/get-coronavirus-test>.