

Rowlands Gill Primary School

Head Teacher: Mrs L Clarke
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15th December 2020

Dear Parents / Carers

Important Information – Reporting of Covid Testing During the Holidays

Please find attached to this letter, some information from Gateshead Council about how we all need to continue to keep our communities safe over the holidays.

In summary, **if your child who attends our school, becomes Covid symptomatic and is then tested** for Covid, I need you to take swift action to help us:

1. **Email me** using our dedicated email covid@rowlandsgillprimary.org.uk to let me know when the symptoms began and the date and time that your child has taken a test or is taking a test. This email is linked to my mobile phone and will be monitored daily during the holidays, until 24th December.
2. Email me again using the same email address to let me know of the outcome of the test as soon as you have it. If it is a positive result I may need to call you – please note this will be from a 'blocked' number.

If you email with a case after the 24th December, you will not receive a response until the 4th January 2021.

If I am alerted to a positive case who has had symptoms up until Monday 21st December, I will contact all parents of children who have been identified as a close contact and those children will have to self-isolate, along with any relevant staff – effectively, I will need to 'close the bubble' and will be working with Public Health to do this. The rest of the household do not have to self-isolate. If this happens, I will send an email to all parents of children affected via eSchools and add a message to the website. (Please note that it may be that not all the children / staff in the bubble have to self-isolate because they may not have had recent close contact e.g. if they have been absent from school).

Parents should be aware, that if tests are not taken promptly, or if results are delayed in coming back, it may be that I 'close a bubble' well into the school holidays.

If I am alerted to a positive case of a child who showed symptoms after the 21st December, I will not need to close the bubble because the rest of the class will not have had significant contact with the child. You will not be informed.

The school phone lines and usual email accounts will NOT be accessed during the holidays, as it is very important that the staff have a break and switch off properly. **The only way to contact me is via the covid@rowlandsgillprimary.org.uk email account for Covid related matters only.**

Your support with this is greatly appreciated to help to keep everyone safe.

Yours faithfully

Mrs L Clarke
Headteacher

Our Ref: CO'N/SH
Date: 14 December 2020

Dear Parents & Carers

As we come to the end of a very difficult year, I would like to take this opportunity to thank you for all your vital support in keeping the Gateshead School community safe and ensuring your son/daughter maintains their educational development. Your support has been very much appreciated as children have adapted to the new routines which have been necessary.

Friday 18th December, Saturday 19th December or Sunday 20th December

If your child displays any Covid symptoms on the dates above, it is really important that you;

- ☒ Keep your child and *any* siblings and household members at home and isolated
- ☒ Book a test – wherever possible please arrange to book this at a test site rather than a home test kit (postal). Tests can be booked online <https://www.gov.uk/get-coronavirus-test> or by ringing 119 if you have problems using the online service
- ☒ Notify school *immediately*

This could impact on other families who may also have to isolate if your child's test returns positive.

The result might not come back until later in the week, so it is important that the outcome of the test is reported to school immediately to enable school to contact other families.

Monday 21st December up to and including Sunday 3rd January

If your child displays any Covid symptoms on the dates above, it is still really important that you;

- ☒ Keep your child and *any* siblings and members of your household at home
- ☒ Book a test
- ☒ Notify school
- ☒ Notify school once you have received the test result

I do know these are anxious times for families and we have asked a lot of you. You have responded brilliantly so far and I really appreciate your understanding and cooperation as we go into the Christmas break. This is a key moment in our combined fight against COVID-19 and your part in keeping everybody safe cannot be underestimated. Working together, we hope to minimise the transmission of this virus and protect everyone in our schools and the wider Gateshead community, as much as we can.

I appreciate that the thought of children having to isolate over the Christmas break is difficult, but it's vitally important that children who have been in close contact and are potentially infected are not circulating in the community.

Thank you in advance and I wish you and your children an enjoyable and safe Christmas holiday and we look forward to a more 'normal' and Covid free New Year.

Stay Safe.

Yours sincerely



Caroline O'Neill
Strategic Director
Children, Adults and Families
Gateshead Council

COVID-19 Procedures & Protocols During Christmas Holiday - Gateshead LA

Email address

covid@rowlandsgillprimary.org.uk

Inform school
Household isolation can stop immediately
Child returns after Christmas if better

Receive negative
test result

- ☒ Your household should isolate
- ☒ Book a test immediately using this [Online Form](#) or call **119**
- ☒ **Notify school immediately** using the dedicated e-mail

If your child has

- A high temperature
- A new and persistent cough
- A loss of taste or sense of smell

Receive positive
test result

Inform school immediately
Child isolates for 10 days from first date of symptoms
Other household members isolate for 10 days

School notifies whole class using e-Schools;
class email and website
Class to isolate until date identified by school

If symptoms begin from 21st December onwards

Friday 18th December	Saturday 19th December	Sunday 20th December
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Monday 21st December	Tuesday 22nd December	Wednesday 23rd December	Thursday 24th December	Friday 25th December	Saturday 26th December	Sunday 27th December
Monday 28th December	Tuesday 29th December	Wednesday 30th December	Thursday 31st January	Friday 1st January	Saturday 2nd January	Sunday 3rd January

If symptoms begin 18th to 20th December

If your child develops:

- A high temperature
- A new and persistent cough
- A loss of taste or sense of smell

- ☒ Book a test immediately using this [Online Form](#) or call **119**
- ☒ **Notify school immediately** using the dedicated e-mail
- ☒ Your child should isolate for 10 days and your household for 10 days unless a negative test result is returned
- ☒ Notify school of test result

School will
contact you on
Monday 4th
January