



WILLIAM FARR

C of E Comprehensive School

Our ref: JMK/SXG

16 July 2021

Dear Parent/Guardian

Change to reporting Covid-19 cases and contact tracing from Monday 19 July 2021

The Government has informed schools that **from Monday 19 July 2021, as we enter Step 4 of the roadmap, schools will no longer be responsible for contact tracing confirmed cases of Covid-19.** NHS Test and Trace will now be identifying close contacts and not the school. NHS Test and Trace already manages the contact tracing process for the rest of society – including children who have recorded a positive PCR test. **Parents should now contact NHS Test and Trace by phoning 111 to report a confirmed case.**

This letter sets out important information on how the process will work and what you need to do if your child tests positive for Covid-19.

Self-isolating and taking a test

1. **If your child has symptoms**, they and other members of the household should self-isolate – and you should inform the school during term time. You should immediately order a PCR test for them. If the PCR result is negative, they and other members of their household can stop self-isolating (unless instructed to self-isolate for other reasons). If the PCR result is positive, they, other members of their household and any close contacts identified by NHS Track and Trace must self-isolate until 10 days after the onset of symptoms.
2. **If your child has a positive result from a lateral flow device (LFD) test**, they and other members of the household should self-isolate – and you should inform the school during term time. You should immediately order a confirmatory PCR test. If the confirmatory test is taken within two days and the result is negative, they and other members of their household can stop self-isolating (unless instructed to self-isolate for other reasons). If the confirmatory PCR test is positive (or is taken more than two days after the LFD), other members of their household and any close contacts identified by NHS Test and Trace must self-isolate until 10 days after the LFD test.
3. PCR tests can be booked online through the [NHS Test & Trace website](#) or by calling 119.
4. PCR test results will be recorded with NHS Test and Trace automatically, but you should also communicate the result to the school.

Contact tracing

5. If your child gets a positive PCR test result, NHS Test and Trace will contact you, using the details you registered when ordering the PCR test. You and/or your child will be asked a series of specific questions designed to identify who your child has been in close contact with. Being in a school with someone who has tested positive for Covid-19 will not necessarily mean a person is identified as a close contact.
6. You will be asked to provide the contact details, if you know them, of any of the individuals – or their parents or guardians – who have been identified as close contacts. NHS Test and Trace will then get in touch with these close contacts and provide appropriate instructions or advice (see below).

William Farr Church of England Comprehensive School, Lincoln Road, Welton, Lincolnshire, LN2 3JB

T: 01673 866900 E: wfarr@williamfarr.lincs.sch.uk W: www.williamfarr.lincs.sch.uk

Headteacher: Mr Jonathan Knowler BA (Hons) | Registered in England and Wales | Company No. 07469546 | VAT No. 120 9852 21



Self-isolation and/or testing of close contacts

7. **Up to 16 August 2021**, anyone identified by NHS Test and Trace as a close contact is legally required to self-isolate until 10 days after the date of their most recent contact with that person. They must not attend school. If they live in the same household, they must self-isolate until 10 days after the date of that person developing symptoms (see point 1 above) or, if that person was asymptomatic, the date of their test (see point 2 above). NHS Test and Trace will notify you of the day on which the self-isolation period ends.
8. **From 16 August 2021**, if the close contact is under 18, they will not have to self-isolate (in line with the policy for fully vaccinated adults), but will be asked to take a PCR test immediately and they will not need to self-isolate while awaiting the results of the test. If the PCR test is positive, they will be required to self-isolate for 10 days from the date of the test. NHS Test and Trace will then get in touch to identify close contacts (see points 5 and 6 above).

Please note that the school **covid email address: covid@williamfarr.lincs.sch.uk will close at 4.00pm on Friday 16 July**. Confirmed cases after this date should be reported to NHS Test and Trace (as above).

Parents should inform the school of any term-time Covid-19-related student absence as requested by NHS Test and Trace by telephoning the normal sickness absence line on 01673 866900 (Option 1).

Thank you for your continued support.

Yours faithfully

Jonathan Knowler
Headteacher