



9th November 2020

Re: Confirmed single COVID-19 case – Child Year 8

Dear Parents/Carers

We have been advised that there has been a confirmed unrelated case of a child with COVID-19 within school.

As with our previous cases, we are providing as much information as we can in order to reassure you as much as possible.

After completing a risk assessment in consultation with HCC Public Health it has been concluded that a number of students and one staff member have been in contact with the child and will self-isolate for 14 days from their last contact. These students and staff have been informed and will return to school on Monday 23rd November.

To provide the background, this morning we were notified of a confirmed case of COVID-19 concerning a member of the student body, on notification we undertook the following process:

1. We identified the student.
2. We identified any 'contact' the student had with other students and staff from two days prior to their initial COVID symptoms onset or test date.

Based on government guidance 'contacts' are classed as:

- *A person who has had face-to-face contact (within one metre), with a positive COVID-19 case, including:*
 - *being coughed on*
 - *having a face-to-face conversation within one metre*
 - *having skin-to-skin physical contact*
- *Contact within one metre for one minute or longer without face-to-face contact*
- *A person who has been within 2m of someone who has tested positive for COVID-19 for more than 15 minutes*
- *A person who has travelled in a small vehicle with someone who has tested positive for COVID-19 or in a large vehicle near someone who has tested positive for COVID-19*

More information can be found at the following government [webpage](#).

3. We contacted the Department for Education helpline and Hertfordshire County Council Public Health to discuss each 'contact' and they provided guidance as to which members of our community should self-isolate, given the information provided.
4. All 'contact' students and staff were contacted to inform them to self-isolate for 14 days from the initial 'contact'.
5. We informed staff and discussed implications and actions for the isolation period.
6. We informed staff, parents/carers, governors and external agencies of the confirmed COVID-19 case.

The school remains open for all other students and staff to return as normal on Tuesday 9th November.

If you or someone in your household feels unwell and are unsure of what to do, please click [this link](#) to follow our 'what to do if' procedures.

Yours faithfully

Mr T Fitzpatrick
Executive Headteacher

Mr M Roberts
Head of School

Achieving Excellence Together

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