



Date: 19th November 2020

Dear Parent or Carer,

Pencoedtre High School is sorry to have to inform you that a positive test of Covid-19 was reported to the school today involving a member of staff. This member of staff attended school on Wednesday 18th November and regrettably tested positive for the virus today. As soon as the school was informed about the positive test result, prompt action was taken to safeguard the wellbeing of pupils, teachers and staff.

As your child is in either Year 7 Bubble or Year 9 Bubble, in consultation with the National Health Protection Cell of Public Health Wales, the School has now been advised that your child will be required to self-isolate for 14 days. This will mean that your child will be not able to return to school until Thursday 3rd December. Online learning will be provided during this period.

All other year groups will attend school as planned, and the school will continue to work closely alongside the Vale of Glamorgan Council during this period. Those pupils, who are eligible for free school meals, will receive their vouchers via email; if you have been receiving vouchers through the post, this will continue. If you have any issues regarding this, please do not hesitate to contact the school.

We fully understand the concern that this may cause, and can assure you that we have worked in close liaison with the Local Authority's Health and Safety team and with Public Health Wales, to ensure that the environment at Pencoedtre High School remains as safe as possible for our pupils during these extraordinarily difficult times.

We are very disappointed for these pupils, however based on the detailed plans that we have put in place to support students both in school and when necessary via our on-line platform, we are confident that the school will continue with the positive start that we have made so far this term. To access our on-line platform, please go to our website and click on the 'CoVid 19' link. Otherwise, please see the following direct link: <https://www.pencoedtrehigh.org.uk/covid-19-information/>

Self-isolation advice **requires your child to stay at home**, not to go outdoors to exercise, to visit shops, family or friends, or to other public spaces. Please do not invite people to your house.

If your child remains well the other members of the household do not need to isolate and can continue with their normal activities. If your child is still well at the end of the 14-day period of self-isolation, they can return to **Pencoedtre High School** and their other usual activities.



Please be **alert for symptoms of COVID-19 in your child**, which are:

- A new or continuous cough
- A high temperature
- A loss of or change to sense of smell or taste

If your child has any of the above symptoms, please contact the school and we will organise a test. This process has proven to be much faster than trying to book the test independently.

We fully understand the concern that this may cause, and can assure you that we have worked in close liaison with the Local Authority's Health and Safety team, and with Public Health Wales, to ensure that the environment at Pencoedtre High School remains as safe as possible for our pupils during these extraordinarily difficult times.

We are all sorry for the upset and inconvenience this will cause.

Further advice from Public Health Wales

To reduce the risk of COVID-19 spreading, there are things that everyone in your family can do to help. These include:

- washing hands with soap and water often – do this for at least 20 seconds
- using hand sanitiser gel if soap and water are not available
- washing hands as soon as they get home
- covering their mouth and nose with a tissue or sleeve (not their hands) when they cough or sneeze
- putting used tissues in the bin immediately and washing hands afterwards

Please be **alert for symptoms of COVID-19 in your child**, which are:

- A new or continuous cough
- A high temperature
- A loss of or change to sense of smell or taste

If your child develops any of the above symptoms, even if they are mild:

- Inform the Test, Trace and Protect (TTP) team who will be in daily contact with you
- If advised by TTP book a test for them by phoning 119 or through the online portal: <https://www.nhs.uk/ask-for-a-coronavirus-test>. You can also book a test by contacting the school.
- Inform **Pencoedtre High School** that they are unwell with COVID-19 symptoms and that you have requested a test
- Your child should remain in self-isolation
- All other household members should isolate for 14 days from when your child developed symptoms



- Do not visit a GP surgery, pharmacy or hospital but if you require medical advice please contact NHS 111 or telephone your GP; if there is a medical emergency phone 999
- If you require medical advice for COVID-19 symptoms or another reason, please inform the healthcare worker that your child is a contact of a case of COVID-19 and in self-isolation
- Please follow the advice provided when your child receives their test result

Further formation on Test, Trace, Protect can be found here <https://gov.wales/test-trace-protect-coronavirus>

Further information on symptoms and self-isolation can be found here <https://gov.wales/symptoms-and-self-isolation-contact-tracing>

For general information on COVID-19 <https://gov.wales/protect-yourself-others-coronavirus>

The COVID-19 online symptom checker can tell you if you need medical help and advise you what to do <https://gov.wales/check-if-you-need-coronavirus-medical-help>

We are all sorry for the upset and inconvenience this will cause.

Thank you for reading/Diolch am ddarllen,

A handwritten signature in black ink, appearing to be 'L. G. Humphreys', written in a cursive style.

Mr Lee G Humphreys,

Headteacher