



1 April 2021

Dear Parent/Carer

Health & Safety Information over the Easter Holiday

We hope that you and your family stay safe and well over the Easter holiday. However, should your child fall ill with COVID-19 symptoms at **any time during** holidays, you should obtain a test immediately. If your child has a positive result **before Sunday 4 April**, you will need to contact the school, following the instructions below.

You will need to complete an online form, using the link below:

https://myaccount.coventry.gov.uk/service/Report_a_positive_COVID_19_case_of_a_pupil_to_school. A copy of this letter will also be put onto the school's website and you will be able to access the form from there if you need to.

On the form you will be asked to provide the following information:

1. Child's School – choose from the drop down box
2. Your name (parent/carer)
3. Your contact telephone number
4. Full name of your child
5. Year Group
6. Class
7. Date your child was last in school
8. If your child is symptomatic or not
9. Date of test

Following completion of the form, you will only be contacted if the information on the form is unclear or 'in school' contact tracing is required.

Please be aware that if there is a positive case in your household, the isolation period is **10 days from the onset of symptoms, or the test date, if asymptomatic**. The first day of symptoms/test date will be **Day 0** and isolation will end on **Day 11**, providing they are well and free from a fever for 48 hours. Please read this 'Stay at Home' guidance if you are unsure

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

If you have any issues with the completing the online form, then please email admin@whitmorepark.org. You will still need to provide the information listed above. Please do not telephone the school or email the Admin Team, as this will not be monitored during the holiday.

Please be aware that if a child who attends this school has a positive Covid19 test confirmed within 48 hours, close contacts will be identified, therefore letters will be sent out to parents to inform them whether their child needs to isolate or not. This will depend on the date of the confirmed test. You will, therefore, need to check your emails daily.

You cooperation is much appreciated.

Yours sincerely

J McGibney
Headteacher