

Lincoln Castle Academy



Dear Parent/Carer,

Year 12 & 13 Academy Re-opening and Covid-19 Testing

The Government has confirmed that secondary schools can begin to reopen for students *from* Monday 8th March. Our plans have been informed by our academy risk assessment, school site capacity and staffing arrangements. We have prioritised the safety of our school community whilst working to bring students back into the academy in a swift and controlled manner.

Schools are required to offer each student their first on-site Covid-19 test before they begin their lessons, this will take place within our on-site Test Centre. Your child will receive a Covid-19 test on site during their allotted time slot, with their in-school education beginning the subsequent day, following a negative test result. The requirement to test all students is logistically challenging and we ask for your cooperation to support our timings and arrangements for testing.

Please note that if your child is currently accessing our on-site 'Essential School Support' provision they can continue to do so until their year group's return date. Teachers will not be teaching 'live' lessons online during the week beginning 8th March, but students should access remote education via SMHW until they return to the academy during the week beginning 8th March. Please be aware attendance from the designated day is mandatory for all students. If your child is concerned about the return to school, please contact your child's Tutor so we can provide reassurance and ensure a successful transition.

Lateral Flow Testing on site and at home

From Friday 5th March each year group will be invited into the academy at a designated time for their first lateral flow test. Students should come to the main gate where they will be escorted to our Test Centre where trained staff will support them to undertake the test. Students should wear their school uniform.

Year 12 & 13 students should attend school on Friday 5th March for their first Covid-19 test at the following times:

Testing Schedule - Covid-19 on-site Test (1)	
10.35	12 NORMAN (Mrs Snee)
11.00	12 ROMAN (Mr Moore)
11.25	12 SAXON (Miss Corlett)
11.50	13 CELTS (Mrs Innes)
12.15	13 ROMAN (Mrs Edwards)
1.20	13 VIKINGS (Mrs Woosey)

Once tested, your child will leave the school site to return home. As Covid-19 restrictions remain in place, students must not congregate outside school or leave the site in large groups. Where possible, please arrange for your child to be dropped off and collected from the academy for their first test. Parents/ Carers are welcome to wait in the academy car park.

Following a negative test result, your child will return to full time in-school education from the next day, arriving in school at the usual time. Staggered arrival and departure remain in place with Year 12 & 13 arriving at 8.30am and leaving at 3.00 pm via the Sixth Form entrance on Monday 8th March.

During your child's first few weeks back at school, a further 2 tests will be offered within our Test Centre during the school day. The tests will be 3-5 days apart and are designed to identify asymptomatic cases, whilst training students on how to administer their test safely and accurately.

Once students have been tested 3 times within the Test Centre and they are confident with the procedure, they will be issued with their own home testing kit to undertake routine testing at home. A separate letter will provide further information.

Safety Measures

All safety measures from the Autumn Term remain in place, but as a result of Government Guidance have been enhanced further. Students **will now be expected to wear a face mask or face covering at ALL times** whilst inside the school buildings, including in classrooms during lessons. Your child should continue to bring their face mask to school every day and store it safely (in a plastic bag) when not in use.

We appreciate it not ideal to wear masks within classrooms where communication and facial expressions aid relationships and learning. However, we commit to this necessary change to keep our community safe. Students will not be required to wear masks when outside at break or lunchtime and the requirement to wear face masks indoors will be reviewed by the Government at Easter.

Students who are exempt from wearing a face mask must wear the sunflower exemption pin badge provided (please liaise with your child's Head of Year if you believe your child requires an exemption). Once seated in class, students who wear glasses will be allowed to remove their mask should they wish to do so.

Control Measures (continued from Autumn Term):

- Students will learn in year group 'zones'
- Break time and lunch time taken in designated year group recreation areas
- Arrival and departure times will be staggered
- Movement across the site will be restricted, with timetabled access to specialist resources
- Increased handwashing and hand sanitising
- Enhanced cleaning throughout the school day
- Additional ventilation will be in place with windows and doors open (students are able to wear their navy-blue P.E. hooded jumper in addition to their uniform as necessary)
- Assemblies will be 'remote' to avoid mass gatherings
- Social distancing will be in place in classrooms, corridors, staircases, toilets, changing rooms and outside
- Visitors will not be permitted on the academy site unless by prior appointment
- Gathering in groups at the school gates will not be permitted

Symptoms of Covid-19 and Close Contacts

It remains the case that those experiencing symptoms of Covid-19 must self-isolate from the **first day of symptoms and follow the government guidelines set out below:**

You should:

- book a test if you or your child has symptoms - the main symptoms are:
 - a high temperature
 - a new continuous cough
 - a loss or change to your sense of smell or taste
- self-isolate immediately and not attend the out-of-school or wraparound childcare setting if:
 - you or your child develops symptoms
 - you or your child have been in close contact with someone who tests positive for coronavirus (COVID-19)
 - anyone in your household or support or childcare bubble develops symptoms of coronavirus (COVID-19)
 - you or your child are required to do so having recently travelled from certain other countries
 - you or your child have been advised to isolate by NHS test and trace or the PHE local health protection team
 - provide details of anyone they have been in close contact with, if they test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace

If your child becomes unwell while at a setting, the school will call you immediately to collect them. When you collect your child, you should take them straight home. Do not use public transport or visit the GP, pharmacy, urgent care centre or a hospital unless your child is seriously unwell.

Follow the NHS guidance on when to self-isolate and what to do, or contact NHS 119 by phone if you do not have internet access.

If your child tests negative, they can usually return to the setting and your household can stop self-isolating, subject to confirmation from local health protection professionals. If your child tests negative but is unwell, they should not return to the setting until they have recovered. If your child tests positive, NHS Test and Trace will speak directly to those that have been in contact with your child to offer advice.

Anyone contacted by NHS Test and Trace and told to self-isolate has a legal obligation to do so, but you may leave home, to avoid injury or illness or to escape the risk of harm. More information can be found on NHS Test and Trace: [how it works](#).

Close contacts identified in the school setting will be told to self-isolate for 10 days from the day following their last contact with a positive case. If they then display symptoms, please follow the previous guidance in this letter.

Where appropriate, students who are self-isolating will be able to access in-school lessons remotely.

The Term Ahead

On return to full time on-site provision all normal daily running of the school will recommence. Please ensure that your child attends in full school uniform, is equipped for learning and is provided with a healthy packed lunch and enough water for the day. If your child is in receipt of FSM and received a packed lunch from school from September onwards this arrangement will resume.

School transport will be available from the 8th March with the same arrangements as the Autumn Term, including mandatory face masks for those travelling by bus or taxi.

Whilst restrictions remain in place for many activities, we are able to resume some sports clubs, following the latest safety guidance (more details will follow). We are delighted to be welcoming students back into the academy and look forward to seeing students enjoying learning and reacquainting themselves with academy life.

If you have any queries, please do not hesitate to make contact so we can work together for the benefit of your child.

Yours faithfully,

Mrs Laming
Headteacher

Useful links:

- <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-need-to-know-about-early-years-providers-schools-and-colleges-during-covid-19>
- https://www.gov.uk/government/publications/face-coverings-in-education?utm_medium=email&utm_campaign=govuk-notifications&utm_source=3a807be2-0b24-4fea-b6a4-0c75d24190cc&utm_content=daily

COVID-19 IMPORTANT INFORMATION

Symptoms of COVID 19

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature and/or
- a loss of, or change in, normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness.

If your child does develop symptoms, you can seek advice from NHS 111 at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/> or by phoning 111.

How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19, including:

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

What to do if your child develops symptoms of COVID 19

If your child develops symptoms of COVID-19, they should remain at home from the date when their symptoms appeared and arrange a test via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119 . If you have difficulty obtaining a test, please get in touch as we have a small supply in the academy.

All other household members who remain well must stay at home and not leave the house for 14 days. This includes anyone in your 'Support Bubble'. The 14-day period starts from the day when the first person in the house became ill.

Household members should not go to work, school/college or public areas and exercise should be taken within the home. If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.

Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community. If you are able, you can move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

Please see the link to the PHE 'Stay at Home' Guidance:

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

Further Information

<https://www.nhs.uk/conditions/coronavirus-covid-19/>