December 2021

Dear Parent/Guardian

You will probably be aware that the Government have asked schools to test all their students for Covid-19 **in school**, using lateral flow tests, on their return in January and therefore I am writing to outline arrangements to accommodate this.

I am sure you can appreciate that this requires careful planning which is complicated by the fact that Monday 3rd January is a bank holiday and Tuesday 4th January an INSET day as well as Year 11 Virtual Parents’ Consultation.

We have therefore decided that we are going to ask for **out-boarders to come to school on Tuesday 4th January 2022** to have their tests and then return home again to start school on **Thursday 6th January 2022**.

**Boarders will now return on Wednesday 5th January 2022, starting with Year 7 at 3.30pm as shown in the schedule below.**

Year 11 Parents’ Consultation will now run over two days ie. Tuesday 4th January and Wednesday 5th January 2022. We would like parents of boarders to book on Tuesday 4th where possible and out-boarders on Wednesday 5th. The site will be open for bookings from **Wednesday 8th December 2021 at 11.00am**.

Please note that we ask you to bring your son into school and remain with him in the car before he is asked to come forward for testing in the School Hall and until his test has been completed. If you have sons in different year groups you are able to bring them at the same time. Staff will be on hand to help guide you on the day. To ensure our testing regime runs as efficiently as planned we request that you adhere to these arrangements below:

**All Year Out-boarders**

|  |  |  |
| --- | --- | --- |
| **Date** | **Time (pm)** | **Year Group** |
| **Tuesday 4th January** | 1.30 - 1.50 | 11 |
|  | 1.50 - 2.10 | 10 |
|  | 2.10 - 2.30 | 9 |
|  | 2.30 - 2.50 | 8 |
|  | 3.00 - 3.20 | 7 |
| You are asked to remain onsite in your car so you can take your son home as soon as he has been tested (around 5 - 10 mins). | | |

**All Year Boarders**

|  |  |  |
| --- | --- | --- |
| **Date** | **Time (pm)** | **Year Group** |
| **Wednesday 5th January** | 3.30 - 4.30 | 7 and new starters in other years |
|  | 4.30 - 4.45 | 11 |
|  | 4.45 - 5.00 | 10 |
|  | 5.00 - 5.15 | 9 |
|  | 5.15 - 5.30 | 8 |
| All boarders will be required to remain outside the School Hall until their test result is known (around 20 minutes). Once a negative test is known boarders will be able to make their way to the boarding house where the houseparent will be there to welcome them.  **Boarding houses will be open from 3.30pm onwards.** | | |

**The testing process for all boys is as follows:**

**Arrival:** Testing will take place in the School Hall and there will be signs for your son to follow the one-way system. Boys must wear a face mask, use the hand sanitiser provided, and follow the one-way system maintaining social distancing.

**Registering:** Your son will be called to the Registration desk where staff will ask him if he has any COVID symptoms **(please do not come onto the school site if your son has symptoms)** and to confirm his details such as name and date of birth. He will then be given a barcode to take with him to the testing booth.

**Taking the nasal only swab** (this is a change from the throat and nasal swab)**:** He will be directed to a booth to take his swab. He will need to take off his face mask and sanitise his hands. Blow his nose with the tissues provided and put the tissue in the bin, and then sanitise his hands again. There will be a swab for him to use, which he will need to take out of the packet without touching the absorbent end. A testing assistant will be on hand to give him step by step instructions. There will also be a poster showing instructions and images, and a mirror for him to use. Once he has completed his swab he will place it in the plastic tube provided, absorbent end downwards. Full spoken instructions and explanations will be given by trained members of staff.

**Leaving the testing site:** He will sanitise his hands before leaving, follow the one-way system, leaving through the allocated door. Out-boarders can leave for home straight away. Boarders will be asked to wait outside the School Hall until the result is known.

**What happens next:** Staff will then process his swab and have the result in 15 minutes. This will be recorded on the NHS Track & Trace system and the school results.  

**We do advise you to take a home lateral flow test before leaving home particularly as parents of boarders may be travelling a long way.**

When testing first commenced at Brymore we asked you to complete a consent form which we hold on file.  As a reminder, the **Terms of Consent** are below:

1. I have had the opportunity to consider the information provided by the school regarding the Lateral Flow COVID-19 Testing and ask questions, which have been answered satisfactorily based on the information presented in this letter and Privacy Notice which can be found on the school website and here <https://brymoreacademy.co.uk/wp-content/uploads/2021/03/BCT-Privacy_Notice_updated_10_03_2020__002_.pdf>
2. In the case of under 16s, I have discussed the testing with my son and he is happy to participate. If on the day of testing he does not wish to take part, then he will not be made to do so, and consent can be withdrawn at any time ahead of the test.
3. I consent to my son having a nose and/or throat swab for lateral flow tests. My son will self-swab if he is able to. Otherwise, I understand that assistance is available. In the case of under 16s or students who are not able to provide informed consent, I have discussed the test with my son, and he is happy to participate and self-swab (with assistance if required).
4. I understand there may be multiple tests required and this consent covers all tests for my son. If on the day of testing he does not wish to take part, then I understand he can withdraw consent at any time ahead of the test.
5. I consent that my son’s sample will be tested for the presence of COVID-19
6. If the lateral flow test indicates the presence of COVID-19, I commit to ensuring that my son will leave the school premises as promptly as possible, bearing in mind he may have some anxiety following a positive test result.  I confirm I will organise a PCR COVID-19 test with my son immediately, preferably by attending a drive through testing facility.  I will also inform the school.
7. I agree that if my son’s test result is confirmed to be positive from this PCR COVID-19 test, I will report this to the school and I understand that my son will be required to self-isolate following public health advice.
8. NHS Test and Trace will work with the parents/carers/guardians of the positive case to identify close contacts - this is no longer a responsibility of the school.

Once we have completed the lateral flow tests in school, boys will be given test boxes to take home, as we will be expecting them to continue testing at home twice a week, until further notice please.   
  
Please note the school will be open fully, as normal from **Thursday 6th January 2022**.

Thanks again for your continued support and I wish you and your families a happy and Covid free Christmas.  
   
Yours faithfully  
   
MARK THOMAS  
Headteacher