

26<sup>th</sup> February 2021

Dear Parent / Guardian,

### Year 7 and 8 Lateral Flow Tests

Firstly, I would like to thank those of you who have already returned your child's personal details form giving consent for them to be tested in school. Can I ask anyone who has not yet done so, to return the details form by **9am on Monday 1st March?** Please send to [covid19@codsall-middle.staffs.sch.uk](mailto:covid19@codsall-middle.staffs.sch.uk).

The completed form is needed for us to be able to pre-register your child for their test. I have re-attached the personal details form to this letter for ease of completion if you haven't already done so. If your child is currently attending school and you have already submitted a personal details form you do not need to complete another. Your child will need to access a test in the same way as all other pupils.

Could I also ask that you complete the Forms Questionnaire confirming how you will be accessing your child's test?

It is important that as many Y7&8 pupils support the testing programme as possible, as it will not only help keep them safe but their families, friends and teachers too. Next week we will start the process of allocating appointments; without a completed personal details form your child will not be given an appointment time for Sunday 7th March. You will not be able to turn up on the day without an appointment time and receive a test. Your child's appointment time we be texted to the mobile phone number provided on the personal details form you have emailed to us.

We understand that we will receive packs of home testing kits to issue to pupils who have had 3 tests during the week Saturday 6th - Sunday 14th March. For parents who are kindly arranging for their child to be tested at a local community site, please screen shot or forward the results to [testingresults@codsall-middle.staffs.sch.uk](mailto:testingresults@codsall-middle.staffs.sch.uk). These should be sent between Saturday 6th and 9am on Monday 8th of March. Please do the same the following weekend with your child's results. These 2 results along with a 3rd in school during the week will allow us to issue a home testing kit to your child along with all other pupils.

I am aware that appointments at local centres are limited. **Can I suggest that you attempt to book an appointment as far in advance as possible? I believe it is possible to book 6 days in advance.** Please do not worry if you cannot book an appointment locally, we will

be able to allocate a time slot at school. Simply contact me via [covid19@codsall-middle.staffs.sch.uk](mailto:covid19@codsall-middle.staffs.sch.uk) by Thursday 4<sup>th</sup> March, and I will arrange a time for you.

**Please follow carefully the actions below when bringing your child for their test on Sunday 7th March, and what to do when you receive your child's results:**

- Car parking is limited, if you are very local, please walk, if arriving by car follow instructions of staff on car parking duty.
- Arrive on time, not too early or late for your appointment.
- Only 1 parent should accompany their child to the main reception door of school, if they are confident to do so alone, we ask that parents wait outside on the car park for their child to return to them. If your child is fretful then please accompany them in, but please assure them there will be lots of friendly CMS staff conducting the tests and there is nothing to worry about.
- Masks must be worn by all visitors to school unless you are medically exempt from doing so. We ask that you sanitise your hands in the reception area when you arrive.
- We will operate a one-way system, pupils will enter school via the main reception.
- Testing will take place in the hall and they will exit via the blue doors (next to the skip) on the main car park.
- Families are asked to leave the site promptly after completion of the test as more will be arriving.
- Your child's results will be texted to you on the mobile number provided on their personal details form.
- Should your child test negative we look forward to seeing them ready for lesson 1 on Monday 8th March, there is nothing more for you to do.
- They will then have their second test at school, midweek.
- The appointment time for the 3rd test on Sunday 8th March will be texted to you.
- If your child tests positive, you will need to contact 119 and seek advice about booking a PCR Covid test. In this event the whole household should isolate until your child's results are confirmed.

I would like to thank all of you for your continued support to keep our school community safe, as well as acknowledging the tremendous efforts of the CMS staff and all volunteers who have risen to the challenge of training and running this testing facility in school.

Stay safe, kind regards,

*P Baker*

Mrs P Baker  
Deputy Head Teacher

<b>First Name</b>	
<b>Last Name</b>	
<b>Year group (if applicable)</b>	
<b>Date of Birth</b>	
<b>Gender</b> – this information is needed for Department for Health and Social Care research purposes.	Male/Female
<b>Ethnicity</b> - this information is needed for Department for Health and Social Care research purposes.	Asian or Asian British Black, African, Black British or Caribbean Mixed or multiple ethnic groups White Prefer not to say
<b>Currently showing any COVID-19 symptoms?</b>	
<b>Home Postcode</b>	
<b>First Line of Home Address</b>	
<b>Email Address</b> – this is where test results will be sent	
<b>Mobile Number</b> – this is where test results will be sent. Please do not put a landline number – you can only receive test results to a mobile number.	
<b>Name of parent/guardian giving consent</b>	
<b>Relationship to test subject</b>	
<b>Signature</b> (typing out your name is sufficient if you are filling in this form digitally)	
<b>Today's date</b>	
Details of any health or accessibility issues which might affect a child's safe participation in the testing exercise.	