

26 February 2021

Dear Parent/Carer

We write to provide further information on our plans for the reopening of our school and the testing of students.

Lateral Flow Testing

We would like to thank all parents and carers who have given consent for their son or daughter to participate in lateral flow testing. We hope that this additional voluntary measure to help reduce the spread in schools will mean we can keep more students in our classrooms and learning by identifying asymptomatic cases. You may have seen in the news that schools have been given permission to begin this testing before Monday 8 March, which is the date that students can start to return to school. This has the potential to be very helpful as the first lateral flow test that students have on their return to school needs to be conducted under strict social distancing arrangements, both before and after the test, until the result is confirmed.

To reduce the disruption caused by testing in the week of 8 March, we are setting up an expanded school 'Drive Thru' testing site for all students that will operate at the following times:

- **Thursday 4 March from 8.30am until 7.00pm**
- **Friday 5 March from 8.30am until 1.00pm**

We hope that as many parents and carers as possible will use this opportunity to bring their son or daughter to school for a test ahead of the return date. Year 13 students are welcome to drive themselves to an appointment but must still have booked a slot using the instructions below. You will be able to book an appointment slot at any convenient time during the day, subject to availability, by following the steps below:

- Assuming you are happy to do so, make sure you have confirmed your consent for testing by completing the form here. If you have already done this you will not need to do so again. <https://forms.gle/PJ4q9ubSRE9uibzaA>.
- Once you have provided your consent, choose a convenient time slot by using our online booking system here: <https://southhunsley.schoolcloud.co.uk/>. To help with the booking process, please see the instructions document sent with this letter. Once a time slot has received a certain number of bookings no further appointments can be made at that time. If your preferred timeslot is full, please choose an alternative time. We ask that you please complete this by 4pm on Tuesday 2 March 2021.

Once you have booked your appointment please follow these steps:

- DO NOT TRAVEL TO SCHOOL IF YOU HAVE ANY OF THE SIGNS OF CORONA VIRUS (a high temperature, a new continuous cough or a loss or change to your sense of smell).
- Please arrive at the main school entrance by car, observing all current social distancing guidelines for safe travel. Travelling to school for this test counts as Essential Travel.
- Time slots are based on three minute intervals. You will need to arrive at least 5 minutes before your appointment time. Appointments are expected to last for approximately 15 minutes but we appreciate your patience if your wait is slightly longer than this.
- Please follow the directions of staff, and for your own safety as well as that of our team, wait in your car until your son or daughter is invited for testing.
- If you would like to see how the testing works, so that you can better support your son or daughter with future tests at home, please make a member of our staff aware. Please make sure you follow social distancing guidelines at all times if you visit the test centre.
- Once the test is complete you will be given the HM Government Registration Card for a lateral flow test. You should take this home and complete the registration by following the instructions at the end of this letter.
- Parents, carers and students will not be able to access any other part of the school site, including toilet facilities whilst waiting for a test. We apologise for any inconvenience this causes.

If you are keen for us to test your son or daughter ahead of their return to school but do not have access to a car, please contact the school reception on 01482 631208. We have limited times available when we will be able to escort visitors on site by foot to the testing centre. You will still need to accompany your son or daughter for their test. Unfortunately we can not accept any student at the school site for testing without a parent or carer, other than Year 13 students.

If you have given consent for your child to be tested but are not able to attend the school testing site on Thursday 4 March or Friday 5 March, they will be tested on their return to school on either Monday 8 March or Tuesday 9 March (see details below on Return to School). Unfortunately this will lead to some disruption for them and their lessons, including needing to wait in a socially distanced room following their first test for a period of 30 minutes until a result is confirmed.

Online Learning

We will continue to provide online learning for students whilst this testing is undertaken, with all lessons available through Teams. However, in order to encourage as many parents, carers and students as possible to attend our initial testing session, and to allow us to free up our own colleagues to support this mass testing, most lessons on Thursday 4 March and Friday 5 March will be 'on demand'. This means students will be able to complete the work at a time that is convenient, and do not need to follow the normal school day timings as long as they complete the work that is set. Teachers will respond to emails and Teams messages wherever possible, but may not be present or available on Teams during normal lesson times.

Arrangements for Return to School

- Students in Years 10, 11, 12 and 13 should return to school on Monday 8 March. The school day will start as normal at 8.40am. Students should bring their normal equipment for Week A lessons.
- Students in Years 7, 8 and 9 should access their lessons **from home** on Teams on Monday 8 March and **should return to school as normal on Tuesday 9 March**, starting at 8.40am. Students should bring their normal equipment for Week A lessons.

- All students are asked to bring two reusable or disposable face coverings with them each day. If there is a reason why your child is exempt from wearing a face covering, please ensure that you have made their Head of House aware.
- Students who are already attending school through our Key Worker and Vulnerable Student Provision can continue to attend as normal up until the rest of their year group return. Students will need to make sure they are in their school uniform from Monday 8 March.
- **Our Break Time facilities will not be available to students on the week of 8 March.** Students are asked to bring their own drinks and snacks for their morning break. Students will be able to buy lunch each day. We expect to offer all of our normal catering facilities from Monday 15 March.
- Period 4 Catch-Up lessons will restart shortly after students return to school. We will confirm the details once we have them. In the meantime students who attend RS, Further Maths or ECDL after school should attend these lessons as normal.
- Upon their return we will spend some time with students reassuring them of the control measures we have in place on the school site to keep everyone as safe as possible. These include our one way systems, staggered start, break, lunch and finishing times and our social distancing measures across the whole site. We would appreciate you spending a little time reminding your son or daughter of the importance of adhering to these before they return too, for their own benefit as well as for the rest of our school community.

We thank all parents and carers for their support and understanding during this unprecedented period, particularly those who are able to attend our test centre. We will try to make sure that our testing process, as well as the return of students to school runs as smoothly as possible. Our colleagues will be training for some very new roles in the next few days but we are all very grateful to any parents and carers who have been in touch to offer their help, guidance and support, and we look forward to welcoming students back to school in the very near future.

Yours faithfully



Barry Gray
SLT Lead for Testing

Registering your Lateral Flow Test (for parents and carers who use our Drive Thru testing facility)

Scan the QR code on your test card or go to <https://test-for-coronavirus.service.gov.uk/register-kit>.
Please note that this address is different to the one on the front of the card.

- If you have an NHS testing account you can sign in or choose to create one. Otherwise, select **Continue without an account**.
- Scan the barcode at the top of your son or daughter's card as directed.
- The test site ID is **SHSA**.
- Check the details are correct and select **I used this test site**.
- Tap **No** when asked about daily contact testing.
- For the date and time, select **Today** and enter the hour that you have taken your test. For example if the test was taken at 5.37pm enter **5** as the test hour.
- For travel, select **Yes – I go to nursery, school, college or university**, then select **Secondary School** or **College** for sixth form students.
- For school details, enter **South Hunsley School** and enter **Melton** as the town.
- If you would like to receive confirmation of the result by email, enter your email address when prompted. You can also enter a landline number when prompted if you wish.
- If you know the NHS number this can be entered, otherwise click **No**.