



# DUNBAR GRAMMAR SCHOOL

Dunbar Grammar is a caring community where you can RISE to be your best  
RESPECT INCLUSION SUPPORT EFFORT



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24 August 2020

Dear Parent/Carer

With our buildings now reopen we need to work together to keep everybody safe, nurtured and learning. This letter contains information outlining the procedures that we will follow when responding to suspected cases of Covid-19 in our school. It also includes information on what you should do to help safeguard your family and the school community.

The guidance below is from the NHS Lothian website and outlines what precautions you should take if your child or young person feels unwell, with suspected Covid-19. Please keep this document somewhere safe so that it is easily accessible, should you need to refer to it.

The most common symptoms of Covid-19 are:

- A new, continuous cough
- A fever/high temperature
- A change or loss in taste and or/ smell.

### Children who develop symptoms in school

Any child/young person who displays symptoms of Covid-19 will be taken to a room where they can safely remain separate from others. The Parent/Carer will be called to collect them (unless we have another designated emergency contact – please make sure that your school holds the most up to date information on their files).

Whilst awaiting collection, our immediate priority will be to keep your child comfortable and supported, whilst remaining 2m away from others. The staff supporting your child will wear PPE, which will be removed and disposed of responsibly before they return to normal duties. The desk area and any other areas that have been accessed (ie toilets) will be thoroughly cleaned. These enhanced measures have been introduced to reduce risk and possible transmission.

### If your child/young person is showing symptoms while at home.

If your child/young person is showing any symptoms of Covid-19, ***please do not send them to school.*** You should inform the school office of their absence, in the usual way.

### Next Steps

Whether your child/young person has developed symptoms at school or at home it is essential that you arrange a test for your child. This can be done online at [www.nhsinform.scot](http://www.nhsinform.scot) or call 0800 028 2816. Your son/daughter should then isolate, at home, until they receive a result.

Please let us know when you receive the test result. If it is positive your child/young person must remain at home and we will work with the council and Health Protection Team to put appropriate measures in place in school. If the test is negative, you should show us the negative result and your child can return to school, providing that they are well and have not had a fever for 48 hours.

### **Self-isolating due to suspected or confirmed Covid-19 in the household**

If a member of your household is showing symptoms then your child/young person must remain at home until either the member of your household has received a negative test result or for 14 days. You should report your child's absence to school in the normal way and follow all self-isolation guidance from NHS Inform. If a member of your household receives a positive test then your child/young person must self-isolate for 14 days. They do not need to be tested unless they have symptoms.

Further information is available at [www.nhsinform.scot](http://www.nhsinform.scot)

### **Self-isolating following travel**

Please do not send your child to school if you have travelled to any location where quarantine restrictions are in place. You should complete the quarantine period and only return to school if all household members are symptom-free.

### **Self-isolating following a contact from Test and Protect**

If you have to isolate because you have been contacted by Test and Protect please clarify with them the impacts on your child's school attendance. Current guidance states that only direct contacts need to self-isolate. If your child was in direct contact with someone who has tested positive, then they should also self-isolate. If not, they can return to school, providing that they and or the other members of the household are not displaying symptoms.

### **Learning at home during self-isolation**

We recognise that periods of self-isolating could be disruptive to a child's learning. If your child is ill there is no expectation that they would continue to participate in any learning and instead should focus on returning to full health. If they are self-isolating as a precautionary measure we can arrange for work to be provided online to complete at home. We will discuss this with you at the time if required.

### **School closure due to Covid-19**

Two or more confirmed cases of Covid-19 in 14 days, or an increase in absence as a result of possible Covid-19, may be considered as an outbreak. If this is the case we will work with the council, and local Health Protection Team on the next steps. A decision to close the school would only be taken if it was considered absolutely necessary.

### **Test and Protect**

All external visitors to the school building will be required to complete a Test and Protect Information Sheet. Nobody, including parents, will gain access to the school site without providing this information. This is to safeguard our school and wider community.

### **Further information**

Further information is included on the council's website and this will continue to be updated: [www.eastlothian.gov.uk/backtoschool](http://www.eastlothian.gov.uk/backtoschool)

We are grateful for your support in keeping our school community safe by minimising possibilities for transmission.

Yours sincerely,



Claire Slowther  
Head Teacher

**Remember:**

- Don't send your child to school if they are showing symptoms of Covid-19:
  - A new, continuous cough
  - A fever/high temperature
  - A change or loss in taste and or/ smell.
- You can book a test online at [www.nhsinform.scot](http://www.nhsinform.scot) or by telephone 0800 028 2816
- Children should self-isolate and remain off school if anyone in the house has tested positive for Covid-19 or is showing symptoms.
- Please report any absence to the school office in the normal way
- Please ensure your contact details are up-to-date in case we need to get in touch with you or another emergency contact
- Please avoid speculation on social media about the health or wellbeing of other families to avoid stigma and encourage open reporting to us.