



Venerable Bede Church of England Academy Dayspring Trust



Tunstall Bank, Sunderland, SR2 0SX

Telephone: 0191 523 9745 Fax: 0191 523 9775

Email: venerable.bede@venerablebede.co.uk Website: www.venerablebede.co.uk

Headteacher: Mr D Airey (BSc Hons)

Executive Headteacher: Mrs G A Booth (BA Hons/M.Ed.)

DAI

26 February 2021

Dear Parent/Carer

As you are aware we are conducting our coronavirus tests for pupils over the next week and 2 days. I wanted to outline to you the organisation of these tests in school, so that those pupils and parents involved will know exactly what to do.

The actual **testing of our pupils will be carried out by agency staff who have been specifically trained** to carry out this role. Our staff will be there to support the pupils and the process but will not be doing the testing. To generate the sample to be tested a swab of mucus from the throat and nose is taken. **Ideally our pupils will be able to "swab" themselves**, or if they would prefer, this can be done for them by the testing team. The sample from the pupil will then be tested to determine whether they are positive for coronavirus. We have implemented a Covid safe environment throughout our testing facility, in line with Government and PHE guidelines, to ensure that everyone is safe.

Once completed, the **tests take between 20 and 30 minutes to give the result**. Results will then be forwarded by the testing team to NHS Test and Trace. The role of Test and Trace is to contact families and inform them of the test result – whether the result is negative or positive. This is done by a text and / or an email, depending on what details you have provided school. **This could take up to a couple of hours in our experience**.

Upon arrival at school

Please arrive promptly at your allotted appointment time and not too early. Pupils should make their way to the **main school entrance** where they will be greeted by a member of staff, and queued outside, socially distanced from one another. A reminder that pupils will be expected to **wear a facemask** once they reach the main entrance to school. It is essential that pupils **do not arrive in "groups"** as they will not be able to be tested together. Each pupil has an **individual pupil appointment time**. Once tested, pupils will be expected to **leave the school site**.

Once pupils enter the school site, they will follow the instructions of staff who are there to usher them to the testing provision, and then out of school. Pupils will not be permitted spend time in school and we would appreciate your help in explaining why this is so important to them. **There is a one-way system in place which our pupils must follow at all times**.

Parents who bring their children into school by car, are able to park in the visitor car park, the staff car park or the two long bus bays. **Parents must not drive up to the main entrance of school** as we anticipate that there may be large numbers of pupils on site both arriving and leaving. If parents escort their children to school on foot, they will need to wait outside of the main entrance in front of the school building. No parents are allowed into school with their child as we need to reduce footfall to meet our COVID safe limits.



A reminder that **if your child begins to display the symptoms of a coronavirus infection, they should not attend school to be tested.** You should organise a test at an NHS testing facility. The tests which schools are completing are for asymptomatic situations where pupils are not presenting symptoms of infection.

I would like to acknowledge the support which parents have given, in such a short period of time, by completing the consent forms. The response has been fantastic! Equally, I need to say that our team in school managing this have pulled out all of the stops to get this set up. I would like to register my thanks to them. This does now mean that when our pupils return on Wednesday 10 March there will be no perceptible disruption to learning because of testing.

Yours faithfully



Mr. D. Airey
Headteacher

