



Dear Parents and Carers,

**[covid@greetlandacademy.org.uk](mailto:covid@greetlandacademy.org.uk)**

We have launched this new email address for parents/carers to update school, **outside of school hours**, for the following reasons:

- If your child is being tested as they are displaying COVID-19 symptoms. In this instance, the child is not able to attend school until the results come back. Could we ask that you include in your email when your child started to display symptoms and what symptoms they are.
- To let us know test results whether positive OR negative.
- If your family is self-isolating after being contacted by NHS Test and Trace.

**During normal school hours, the office email address or telephone are manned and would be the main line of communication.**

Your child should undergo a COVID-19 test if they are displaying **1 OR MORE** of these symptoms, even if this presents alongside another illness:

- \*\* A high temperature – this means that the chest or back feels hot to the touch (you do not need to measure temperature)
- \*\* A new, continuous cough – this means coughing a lot more, for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than normal)
- \*\* A loss or change to your sense of smell or taste – this means you have noticed you cannot smell or taste anything, or things smell or taste different to normal.

Waiting for test results for you or a family member who are symptomatic will, understandably, be a worrying time for everyone but I can assure you that school will do everything that we can to support you. By keeping us informed over the weekend of test results, we can put plans immediately in place to prevent any further spread should we have a positive case.

Many thanks for your continued support,

Mrs Crowther

Principal