



Achievement & Opportunity  
for All

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Headteacher  
Paula Humphreys BSc MBA

23rd October 2020

Dear Parent/Carer

As we reach half term, I should like to wish you a restful week. I am sure for many of our students and staff it is a welcome break after a busy and productive half term. We are very pleased that we have been able to continue with face to face education since September and it has been rewarding to see so many students embrace the opportunity to be back in school.

Please can I ask for your support in keeping everyone safe by reminding you to inform the school as soon as possible if your son/ daughter has had a positive test result. Please can you email a copy or photograph of the test result to [admin@broxbourne.herts.sch.uk](mailto:admin@broxbourne.herts.sch.uk) with URGENT in the title. We also need this to happen during half term as we may need to contact other students to request they self-isolate.

I should like to take this opportunity to thank parents for ensuring students self-isolate if they are symptomatic or have been living with someone who is symptomatic or that has tested positive for coronavirus (COVID-19). This is really important in keeping other students and staff safe. The latest Government self-isolation guidance can be found at: <https://www.gov.uk/government/news/new-legal-duty-to-self-isolate-comes-into-force-today>

### General COVID information

#### What to do if your child develops symptoms of COVID 19

If your child develops symptoms of COVID-19 they should remain at home. Arrange for a COVID test via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling NHS 119 and inform the head teacher.

**If their test is negative, they can return to school when they are well.**

**If their test is positive, they will need to self-isolate for 10 days** from the date when your symptoms start. All your household members must self-isolate for 14 days.

**The date of symptom onset is day zero.**

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>.

### Symptoms

The symptoms of coronavirus (COVID-19) are:

- recent onset of new continuous cough or
- high temperature or
- a loss of, or change in, normal sense of taste or smell (anosmia)

**For most people, coronavirus (COVID-19) will be a mild illness. If you are concerned about your health or the health of anyone else in your house please seek advice from your GP or NHS 111 by phoning 111.**

**There are things you can do to reduce the risk of getting COVID-19:**

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

**Further Information**

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Yours sincerely

A handwritten signature in black ink that reads "Paula Humphreys". The signature is written in a cursive, slightly slanted style.

Paula Humphreys  
Headteacher