Dear Parents or Carers,

<p align="center">**Confirmed Positive Case of Covid-19 (Coronavirus)**</p>

A staff member has tested positive for Covid-19 (Coronavirus).

The staff member was last in school on Monday 5th October 2020. They then reported symptoms to Miss Phillips, Principal on Monday 5th October 2020, and was tested on Monday 5th October 2020. The positive result was returned on the evening of Wednesday 7th October 2020.

Please do not contact the school by telephone as the site has been closed and the telephones are not being manned. Should you require contact with a member of school staff, please email: jrichards@phoenix.attrust.org.uk – our website: www.phoenix.attrust.org.uk will be kept updated and our Coronavirus News and Home Learning tabs will be useful for all parents/carers. Links to letters will be text to parents/carers to keep you updated.

What we have done
In line with the guidance we have received from Walsall MBC, we have made contact with the Public Health Protection Hub. We have discussed the circumstances of our school at great length, and made the following decisions:

As a precaution, the whole school will be closed with staff and pupils advised to self-isolate, and this decision has been made based on a robust assessment of risk.

We will be able to return on **Tuesday 20th October 2020.**

Next Step - Monitor your Child
Please monitor your child for symptoms over the coming days. Should your child become symptomatic, please inform the school via email: jrichards@phoenix.attrust.org.uk, self-isolate as a whole household, and access a test.

Testing can be booked by:
Website: https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name
Phone: Call 119 and arrange a test
Walk-in: There is a walk-in testing centre at Walsall Town Hall. Call 119 to book an appointment.

Once you receive the result, **you must inform the school no matter what the result by emailing: jrichards@phoenix.attrust.org.uk**

Worrying Times
The vast majority of our staff are parents ourselves, and please believe me when I say that we are very concerned indeed about keeping all of your children safe and healthy while they are in our care. It is our main priority at the moment; we are desperate to protect everyone from this virus.

If we can help at all, or you have any questions, please contact us at school on the above email and we will respond as soon as possible**. Public Health** have been very helpful and are willing to speak with anyone

who has any questions about decisions the school have taken. They can be contacted at **01922 658065** or can be emailed at **walsall.healthprotection.nhs.net**.

We are working hard to minimise the risk posed by the virus and will continue to place the health and safety of everyone within our school community at the forefront of our actions.

Yours sincerely,

Miss E. Phillips
Interim Principal

General Precautions for Guarding Against Coronavirus

Symptoms
The most common symptoms of coronavirus (COVID-19) are recent onset of:
- new continuous cough and/or
- high temperature
- 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 your child or anyone in the household does develop symptoms, you can seek advice from NHS 111 at https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/ or by phoning 111.

How to stop COVID-19 spreading
There are things you can do to help reduce the risk of you and anyone you live with getting ill with 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/