



PREVENTION & SAFETY

03/09/ 2020

Dear Parents, Students and Colleagues,

We would like to clarify the school procedures around the communications you may receive in case of positive confirmed cases of COVID – 19 within the school community. We would also like to clarify the contact tracing for the school and for bus and canteen- following consultation with our colleagues in the APEEE service (responsible for canteen and school transport).

In terms of contact tracing :

- During classes- the class lists will allow that close contacts can be quickly identified.
- For the bus, APEEE Services will have bus lists and students will need to keep the same seats everyday so that the close contacts can be quickly identified.
- In the canteen, the Nursery and Primary classes will remain with their classes and for Secondary the maximum number of students at a table will be 12 and students will be required to fill in their name, class and time of sitting at each table each day so that the close contacts can be quickly identified. These lists will be stored by APEEE service for 15 days.

What will happen if:

1. A student or a teacher is suspected of having COVID – 19 and will go for a test- There will be no communication with parents or staff in this situation.
2. A student is confirmed positive for COVID – 19- the school will inform as follows
 - Nursery/Primary- the families of students who have been in close contact- meaning in the same class(for any subject) or sitting in the next seat on the bus will be informed to be more vigilant to the symptoms of COVID - 19. They will not be quarantined or asked to test or stay at home.
 - Secondary- for the families of students who have been in close contact – meaning in the same year group, sitting in the next seat on the bus or who were at the same table in the canteen will be informed to be more vigilant to the symptoms of COVID - 19 . They will not be quarantined or asked to test or stay at home.
3. A teacher is confirmed positive for COVID – 19 the school will inform all students who have been taught by or been in class with the teacher to be more vigilant to the symptoms of COVID – 19.
4. Two or more students have been confirmed positive who have been together in the same class group(for any and all subjects) at school , in the canteen or on the bus. All other students of the class groups, all those who were at the same table in the canteen and all those on the same bus will be informed and asked to immediately quarantine, to be tested and to follow the medical advice given by their doctor.

We hope that this information will allow you to be prepared for the communications that you may receive in the coming days and weeks.

Kind regards,

Brian GOGGINS
Director