



2nd March 2021

Dear Students and Parent/Carers

I am writing to provide further details regarding the Lateral Flow Testing for students from 8th March. I can confirm that we have received your consent to be part of the testing programme. Please find below the schedule for the nine-day testing window commencing on the 8th March.

Testing schedule:

• Monday 8 th March	Years 12 and 13	Test 1	(On site lessons from 9 th March)
• Tuesday 9 th March	Years 9, 10 and 11	Test 1	(On site lessons from 10 th March)
• Wednesday 10 th March	Years 7 and 8	Test 1	(On site lessons from 11 th March)
• Thursday 11 th March	Years 12 and 13	Test 2	
• Friday 12 th March	Years 9, 10 and 11	Test 2	
• Monday 15 th March	Years 7 and 8	Test 2	
• Tuesday 16 th March	Years 12 and 13	Test 3	
• Wednesday 17 th March	Years 9, 10 and 11	Test 3	
• Thursday 18 th March	Years 7 and 8	Test 3	

Testing will take place from 9.30 – 11.30 and 12.30 – 14.30 on each day.

There will be no online lessons for the named year group on the day that they are scheduled to take Test 1.

Students will be given a specific arrival time for their first test and **this will be communicated to you later this week.**

This time will be the same on every day that they are scheduled to have a test.

Arrival :

- Students will be given an arrival time. We ask that you arrive as close to this time as possible.
- You should wear a face mask and wash your hands upon arrival to the school site.
- For Test 2 and 3, you will be in school already so you will leave class at the relevant time.
- The waiting area for the testing is at the Fire Drill positions A1-5 on the main playground, next to Science.
- Please assemble in this area, observing social distancing measures.
- Students will be tested alphabetically.
- There may be a waiting time so please be patient and wear warm clothes.
- Staff and signage will support you when you arrive.



The Testing Centre: (Sports Hall)

- There are 16 testing bays in the sports hall. When one is available, a member of staff will ask you to enter the sports hall via the door next to the Spin Room.
- At the registration desk, a member of staff will check your details and provide you with a bar code to take to your testing bay. This bar code will be placed on your testing device. The code is linked to your parents' contact details and this will ensure that the result is sent to them once the test has been processed.
- A member of staff will escort you to one of the testing bays and you will be supported in completing the test.
- **When you enter the testing bay, there is a guide on the wall that will take you step by step through the process. I have attached a copy of this guide for you to read in advance.**
- The testing assistant will be on hand to support you, ensure that the test is administered correctly, and answer any questions that you may have.
- The test takes a short amount of time. It is not painful, but it can be slightly uncomfortable. It is nothing to worry about.
- Once you have completed the test, you will exit the sports hall using the door at the opposite end.
- Your results will be sent to your parents' contact details about 30 minutes later.

Departure :

- Following your Test 1, we ask that you leave site promptly and return home. You will be coming back to school for on-site learning the following day.
- Following Test 2 and 3, you should return directly to your lesson or break/lunch time area.
- Your results will be sent to your parents. In the event of a positive result, a member of staff will communicate this to you, and we will ask your parents to collect you immediately.

Thank you for consenting to be part of the testing programme. We will continue to do all that we can to mitigate risk, ensure safety and promote confidence in all our school community when we return from 8th March. We appreciate that some of our students are feeling anxious about the return or specifically about the testing process, please do speak with your tutor or your Head of Year if you are concerned. Your well being remains our priority and we will take whatever steps we can to support you over the coming weeks.

We are really looking forward to seeing you next week.

Yours faithfully



Mrs R Alexander
Deputy Headteacher



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