

1 March 2021

Dear Parents/Carers

I hope you are all well and looking forward to the return of your children to school. As you will have seen from Dr Ingate's recent communication, we are planning to mass test all students on Monday 8 March with a welcome back to all on Wednesday 10 March.

Detailed below are the arrangements for the testing. Please read these carefully and try to stick to the allocated time slots, we are doing our utmost to get all tests done in a day so we can have a smooth school start on the Wednesday so your patience up to and including the day will be appreciated.

Friday 5 March we are testing all Sixth Formers. Please follow the detail below with regards to the process. The time slot is between 12:00 and 14:00.

On **Monday 8 March**

Please drive into the car park by the normal entrance. Here you will be directed to a bay, where a member of staff will come to you and hand over a Covid swab. Please support your child in swabbing the throat and nose and then place the unbroken stick in the tube, gently trap the swab in the tube lid and return to the bag. Please check that your child's name and form is on the bag. You can then leave the car park and deposit the bag at the exit to the car park.

The times for each year group are as follows:

08:00- 09:30 Year 11
09:30-11:00 Year 10
11:00-12:30 Year 9
12:30-14:00 Year 8
14:00-15:30 Year 7

- If you have students in different year groups please attend with them at the time of the oldest student's year group. (This includes siblings of Sixth Formers).
- If you can't attend by car, we do have a walk-through facility, although we would prefer drive through.
- If you cannot attend on Monday please come on Tuesday between 08:00 – 10:00.
- If your child has had Covid in the last 90 days you do not need to test but should report the date of the Positive test to lpetchey@birchwoodhigh.org.uk.
- If you regularly test yourself, ie in the NHS then we are happy for you not to attend and for you to send the result to lpetchey@birchwoodhigh.org.uk.
- If you do not consent to the test then simply do not attend. We would, however, encourage everyone to test for the safety of the staff and our school community.
- There will be no lessons delivered at all on Monday 8 and therefore no Key Worker school.

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On **Tuesday 9 March** there will be catch up tests for anyone who has a significant reason for not attending on Monday. Remote Learning will be provided for all but no Key Worker school.

On **Wednesday 10 March** all students will return. At 14:45 students will return to their form rooms where they will be given 2 swabs, 2 tubes, 2 bags. These are to be taken home.

Thursday 11 March

All students are to test just before leaving home, bring in the swab in the tube, in a named bag. At form time these will be placed in a box in their Form and our testing team will do tests throughout the day.

Monday 15 March

All students are to test just before leaving home, bring in the swab in the tube, in a named bag. At form time these will be placed in a box in their Form and our testing team will do tests throughout the day.

As soon as we receive home test kits I will write to inform you of the distribution of these.

Thank you once again for your support and patience in this matter. Should you have any queries please do not hesitate to contact me at the school

Yours sincerely

Charles Gilbank

Mr C Gilbank
Deputy Principal