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Waunfawr
Aberystwyth
Ceredigion
SY23 3AW

September 16th 2020

Dear Parents / Guardians,

I am writing to confirm arrangements on site which are particularly related to Covid. Please read the letter carefully.

1. If your child displays symptoms we will contact you and ask you to come to collect your child. When you come to school, buzz the gate and tell Julie on reception that you need to collect your child who has Covid symptoms. Then drive to main reception, wait in the car and your child will be brought out to you.

You will be given a letter which explains the next steps that you need to take. This involves making sure that your child is tested. Your household will also need to self-isolate until the test results come back. If you have any other children at Penglais, they will also need to leave school at the same time. If you have any children at other schools, you will also need to collect them from their school.

We will need to see the results of the test. If the test result is negative, we will need to see the results of the test before your child can return to school. If it is positive, then your child will need to self-isolate for 10 days and everyone else in the household for 14 days.

Should you choose not to test your child, you and all other household members will need to self-isolate for 14 days.

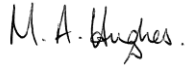
2. If you have children in other schools or other members of the household who are showing symptoms, you will need to come to collect your child. Please phone Penglais in advance, letting us know the reason, and we will get your child ready for you to collect. Again, please wait in the car near main reception and your child will be brought out to you.
3. Should there be a positive test in the school, we will work with the Track, Trace and Protect (TTP) Team as well as officers from Ceredigion County Council to decide who will need to self-isolate. We will confirm this quickly with parents/guardians.
4. If you have a child who is self-isolating because there has been a positive test in another school, any children based at Penglais do not have to isolate, unless told otherwise by TTP.
5. If your child has an appointment in a health setting during the day, they must shower and change clothes before returning to school.

Pennaeth / Headteacher:- Ms Mair Hughes

We will keep you as updated as possible when there are any developments. Thank you for working with us to ensure the safety of all staff and students in the community.

As ever, should you have any questions please email admin@penglais.org.uk.

Yours sincerely,

A handwritten signature in black ink that reads "M. A. Hughes." The signature is written in a cursive style with a small flourish at the end.

Ms M Hughes
Pennaeth / Headteacher