

Protocol for Contacting school RE positive cases Over the Christmas Period

If a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms **within 48 hours of being in school**, please contact the following email:

coronavirus@rugbyhighschool.co.uk

This email will be checked daily at 10AM.

Do not email individual staff members, only use this email. You should attach a completed “close contacts form,” filled in as thoroughly as possible. The close contacts form is attached to this message, the school newsletter, and also on the website.

Should we be notified of a positive case of coronavirus, and your child identified as a close contact, we will contact you via parentmail to let you know.

There will be no facility for replies, it will simply be a communication notifying you of the need for your child to self-isolate, and the dates during which they should do so.

Obviously, we very much hope that we will not need to do this, but should you be contacted as a close contact, it will be your responsibility as a family to follow the self-isolation advice.

Where a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms **more than 48 hours since being in school, the school should not be contacted.** Parents and carers should follow contact tracing instructions provided by NHS Test and Trace.