



TO CARE
TO LEARN
TO ACHIEVE

BEDFORD HIGH SCHOOL
A Specialist Business and Enterprise College
with Applied Learning
Headteacher: Mrs H J Phillips

September 2020

Dear Parents/Guardians

I am taking this opportunity to write to you to explain the procedures the school would implement in the unfortunate event that we are guided by Public Health England (PHE) to send a 'year group bubble' or an identified group of students home to self-isolate following notification of a positive case of Covid-19. The duration of the self-isolation will be 14 days from their last contact with the confirmed case (known as the index case).

After being notified of a positive Covid-19 case and after consultation with PHE, the decision to send students home could happen at any point during the school day in an attempt to stop the spread of the virus. The school is expected to act, when notified of a positive case, with immediate effect. Therefore, I would like to inform parents and students of the process that we will follow to ensure all students leave the site safely and promptly.

Parents of the students affected will be notified that their son/daughter is being sent home via text and a message will be posted on Frog. Those students will be allowed to switch their mobile phone device on in school to seek any further instructions from you regarding making their way home.

This would naturally be a situation that many students have never been in before so, as a school, we recommend that all parents ensure that their son/daughter knows what to do if this happens. Please as a matter of urgency have a discussion with your child to make sure of the following issues:

That your child knows that they must go straight home – it is vital that parents reiterate to their son/daughter that according to law students must go straight home as they have been instructed to self-isolate for 14 days;

- that your child has a key to get in at home;
- that your child has additional money if they have to catch public transport;
- that your child knows which public bus to catch and where to get off;
- that your child knows where to wait if they are being collected by a parent.

If you wish your child to remain in school until you are able to collect them please complete and return to your child's form tutor the form below.

In the event of a year group bubble being sent home students will be expected to sign-in to lessons and learning via Zoom and Frog. The completion of learning and attendance at remote lessons is compulsory unless your child is unable to attend due to illness. The implementation of remote lessons is the best way for us to continue to deliver the curriculum and to improve the quality of home-learning. It will allow us to best support all students and to prevent any learning lag.

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Finally, I want to reassure all parents/guardians that the safety and well-being of students in our care is of the utmost importance in everything we do and that the above measures will only be applied after a risk assessment from me and under the guidance of PHE. Enabling parents/guardians the opportunity to discuss this with your child will hopefully alleviate any potential anxiety or concern if we do have to send students home.

Thank you for your continued support.

Yours faithfully,



Mrs H J Phillips
Headteacher

IN THE EVENT OF A YEAR GROUP BUBBLE OR IDENTIFIED GROUP OF STUDENTS BEING SENT HOME DURING THE SCHOOL DAY

NAME OF CHILD

FORM

I wish my child to remain in school and he/she will be collected as soon as possible.

Signed (Parent/Guardian) Date

Please return this form to your child's form tutor.