



15th September 2020

Dear Parents/Carers and Students of Year 7

RE: Implementation of Remote Learning and closure for Year 7 Bubble

I am writing to let you know that there has been more than one confirmed case of COVID-19 within the family of a member of our Year 7 bubble at Warlingham. We are now working under the advice and instructions of Public Health England and working to confirm whether the student concerned has also contracted the virus. We know that you may find this concerning but we are continuing to monitor the situation and are working closely with Public Health England. This letter is to inform you of the current situation and provide advice on how to support your child.

In line with the national guidance we are asking all of Year 7 to stay at home and self-isolate until and including Friday 25th September (14 days after contact). We are asking them to do this to reduce the further spread of COVID-19 to others in the community and as a precautionary measure. However, should it be confirmed that the student concerned has not contracted the virus, whilst they will continue to self-isolate, we will review the self-isolation of the wider bubble. If not, all of Year 7, if they are well, will return at the end of the 14 days period since contact and can return to usual activities on Monday 28th September 2020.

Remote Learning Provision

During the period of Year 7 closure, work for students will be set via Satchel one also known as Show My Homework. Work will become available on the day that lessons are due to be undertaken, appearing in the students To Do List as separate items for each lesson. Students can access this platform on the internet at <https://www.satchelone.com/login/> or through the app.

Most students have already logged in and are successfully using the system, however if your son or daughter has not yet done so, please follow the steps below.

- Search for Satchel one in a web browser
- Select Student
- Scroll down and select 'sign in with office 365'
- Students will then be prompted to enter their school email address and password.

If you have forgotten your login details, please do not to worry, you can still find your home-learning on the public calendar. In the event that you aren't able to access your account, you can still check your home-learning by going to the School calendar. Viewing the School calendar does not require a log in. To locate your School calendar, visit the [search page](https://www.satchelone.com/homework-calendar/) at <https://www.satchelone.com/homework-calendar/> on the Satchel-one website and type in the name or postcode of your school and simply select the correct school from the results.

The default School calendar loads without any home-learning displayed. From here, you can apply filters relating to date, teacher, subject, class, year group, and type of home-learning task in order to locate your specific work. Alternatively, you can browse all the home-learning set throughout the entire school by clicking *Show All*.

Student guide - <https://teamsatchel.wistia.com/medias/dh00d23bj#>

Parent guide - <https://teamsatchel.wistia.com/medias/1x7nnmlskh>

What to do if your child develops symptoms of COVID 19

If your child develops symptoms of COVID-19, they must not come to school and should remain at home for at least 10 days from the date when their symptoms appeared. Anyone with symptoms will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 111.

All other household members who remain well must stay at home and not leave the house for 14 days. This includes anyone in your 'Support Bubble'.

Further information is available at: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

The 14 day period starts from the day when the first person in the house became ill. Household members should not go to work, school or public areas and exercise should be taken within the home. If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online. Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community. If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

Symptoms

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- A new continuous cough
- A high temperature
- A loss of, or change in, your normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness

If your child or anyone in the household does develop symptoms, you can seek advice from NHS 111 at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/> or by phoning 111.

How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

Do

- **Wash your hands with soap and water often – do this for at least 20 seconds**
- **Use hand sanitiser gel if soap and water are not available**
- **Wash your hands as soon as you get home**
- **Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze**
- **Put used tissues in the bin immediately and wash your hands afterwards**

Further Information

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Please be reassured that for most people, coronavirus (COVID-19) will be a mild illness.

I thank all parents/carers for your support during this time.

Best wishes

A handwritten signature in black ink, appearing to read 'P Foster', with a long horizontal flourish underneath.

Mr Paul Foster
Headteacher