



CONCORDIA  
ACADEMY

Union Road, Romford, RM7 0HG  
School contact number: 01708 932710  
School email: [info@concordiaacademy.co.uk](mailto:info@concordiaacademy.co.uk)

Thursday, 12 November 2020

Dear Parents/Carers,

RE: Confirmed case of coronavirus (COVID-19) in school

As you are aware from the message sent this morning, there has been a confirmed case of COVID-19 within the Reception, Year 1 and Year 2 bubbles at Concordia Academy.

I understand that this may be upsetting and frustrating news for you to receive. Our staff and children have done all that they have been asked, however this virus is such that we have needed to take further action to stop the spread. The individual(s) has not been in school since they developed symptoms and has been self-isolating at home, as per government advice. They have since accessed a test and have tested positive.

The school contacted the dedicated helpline at the Department for Education and Public Health England. The helpline's team conducted a rapid investigation to confirm who the individual was in close contact with during the period they were infectious. This helpline provided us with definitive advice on which individuals needed to be sent home to self-isolate.

Close contacts are:

- Those who have been in face-to-face contact with the individual for any length of time within one metre, including being coughed on, having a face-to-face conversation or having unprotected skin-to-skin contact.
- Those who have been in extended close contact with the individual, i.e. within one to two metres for more than 15 minutes.
- Those who have travelled in a small vehicle, e.g. a car, with the individual.

Please note that parents and siblings of Reception, Year 1 and Year 2 children do not need to self-isolate.

In line with the guidance, school will be closed to all Reception, Year 1 and Year 2 children and staff for 14 days. They will need to stay home and self-isolate until **Wednesday 25<sup>th</sup> November 2020**. The first day back for staff and children at school will be **Thursday 26<sup>th</sup> November 2020** if they are well again.

Our Reception, Year 1 and Year 2 pupils have made a great start to this very unusual school year and it is a shame that they are not able to attend school for this period of time. It is now our priority for their learning to continue. By tomorrow, we will have communicated further details of what this home learning will look like.



REACH2 Academy Trust, Henhurst Ridge Primary Academy,  
Henhurst Ridge, Branston, Burton-Upon-Trent, DE13 9SZ  
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You will be contacted by a member of the staff team to see how you and your child are getting on over the period of self-isolation. Please contact the school to let us know if your child develops any symptoms while they are self-isolating.

If any further cases of coronavirus are confirmed, the school will work with Public Health England's local health protection team to ensure the appropriate actions are taken. This may include more pupils and staff being sent home to self-isolate. You will be kept fully informed of any developments.

I understand that you may have questions about the content of this letter, so please get in touch with the main school office to discuss any concerns.

I am sure you will all join me in wishing the individuals a safe recovery.

Yours sincerely,

Concordia Academy



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