

1st March 2021

Dear Parent/Carer,

I am writing to provide further details regarding the Government's rollout of COVID-19 testing in school. I have enclosed a copy of the letter to parents from the Sandwell Local Authority (<https://st-michaels.sandwell.sch.uk/wp-content/uploads/2021/03/Sandwell-Letter-to-all-Parents-and-Carers-1.3.21.pdf>); this letter confirms specific details for St Michael's Church of England High School. The risk assessment and privacy notice for testing is available on the school website at <https://st-michaels.sandwell.sch.uk/covid-19-information/>

**Where will testing take place?**

The testing site at St Michael's will be the main school sports hall, accessed via the dining room.

**Who will carry out the testing?**

The school has appointed a team of colleagues to oversee the testing. Students are required to self-swab, meaning to swab their own throat and nose before it is passed to the testing team for processing. As part of the consent form, parents/carers will receive notification by text and email of their child's result.

**How often will I be offered testing?**

Secondary schools have been advised to offer pupils testing at an on-site Asymptomatic Testing Site from 8th March. Schools are allowed to put in place a phased return during the first week to manage the number of pupils passing through the test site at any one time. St Michael's has put in place a phased return and a testing schedule which is available below.

If capacity permits, (the tests are provided by the Government), we will provide tests for pupils to use at home from Monday 22nd March in order to identify asymptomatic cases of COVID-19. All students that have agreed to testing will receive testing kits to test twice per week at home. Further details to follow.

**What type of test is it?**

The testing kits used are the rapid lateral flow tests. If a positive result is confirmed, parents/staff will be required to arrange for a laboratory test using the normal arrangements (<https://www.gov.uk/get-coronavirus-test> or phoning 119).

**What happens if the test is positive?**

If students do test positive, the school will expect parents to collect them from school as soon as possible. Students will remain isolated until collected. Students will have to self-isolate for 10 days in line with Government guidance.

**What happens if the test is negative?**

Students can continue to attend school in the normal way. **Testing does not remove the need for everyone to follow NHS guidance to catch it, kill it and bin it, and socially distance, keep good hand hygiene, wear face coverings and maintain good ventilation when inside.**

**Do I have to take part?**

We must have parental consent for children **under 16** to take part and individual consent for anyone over 16. Explicit consent is required. This means we must have the consent form signed before we can test your child. The consent form is completed through a Google Form. The link to this electronic consent form is at the end of this letter; the form includes details of the terms of consent.

Headteacher: **Mrs J Gray, MSc, NPQH**

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Please complete the online form at your earliest convenience if your child wishes to take part. An electronic signature of adding your name at the bottom of the form is sufficient. Paper copies of the form can be provided upon request, but postal times may mean it takes longer. **St Michael's Church of England High School is in no way applying pressure to take part.** Please complete the form for each of your children at the school. We will seek to contact parents/staff who have not completed the forms, so we know their intentions either way.

**Consent Form:** <https://forms.gle/wUBgundrNkVLvFuv6>

**What if I have questions?**

The NHS and Government websites provide plenty of information about COVID-19 and the testing requirements; if you have a specific question about how the testing will take place at St Michael's, please contact us on: [contact@st-michaels.sandwell.sch.uk](mailto:contact@st-michaels.sandwell.sch.uk)

The electronic consent form is for participation in tests designed to detect asymptomatic coronavirus cases. Anyone experiencing symptoms should follow [government guidelines to self-isolate](#), even if they have had a recent negative lateral flow test.

Yours faithfully,



Jayne Gray  
Headteacher

## First 3 Days Arrival Times & Testing Times

### Monday 8<sup>th</sup> March – Year 7, 8 & 9 Remote Learning

Form Groups	YEAR 11 Arrival Time	YEAR 11 Testing Times	YEAR 10 Arrival Time	YEAR 10 Testing Times
M	8:30 am – Report to Form Room	8:50 am	10:45 am – Report to Form Room	11 am
I		8:50 am		11 am
C		9:20 am		11:30 am
H		9:20 am		11:30 am
A	9:30 am – Report to Form Room	9:50 am	11:45 am – Report to Form Room	12 pm
E		9:50 am		12 pm
L		10:20 am		12:30 pm
S		10:20 am		12:30 pm
ST				

### Tuesday 9<sup>th</sup> March – Year 8 Remote Learning, Year 11 & 10 Normal teaching

Form Groups	YEAR 9 Arrival Time	YEAR 9 Testing Times	YEAR 7 Arrival Time	YEAR 7 Testing Times
M	8:30 am – Report to Form Room	8:50 am	10:45 am – Report to Form Room	11 am
I		8:50 am		11 am
C		9:20 am		11:30 am
H		9:20 am		11:30 am
A	9:30 am – Report to Form Room	9:50 am	11:45 am – Report to Form Room	12 pm
E		9:50 am		12 pm
L		10:20 am		12:30 pm
S		10:20 am		12:30 pm
ST				

**Wednesday 10<sup>th</sup> March – All Year groups normal teaching**

Form Groups	YEAR 8 Arrival Time	YEAR 8 Testing Times
M		8:50 am
I	8:30 am – Report to Form Room	8:50 am
C		9:20 am
H		9:20 am
A		9:50 am
E		9:50 am
L	9:30 am – Report to Form Room	10:20 am
S		10:20 am
ST		10:50 am

**8 ST Arrival at 10:45 am – Straight to testing**