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*'As many hands build a house, so many hearts make a school.'*

### **PCR TEST RESULTS AND PUPIL ABSENCES**

Dear Parents / Guardians,

I am writing to you with regard to COVID19 symptoms, PCR tests, informing the school of test results and also procedures to inform the school of children's absences.

If your child displays one of the most common symptoms of COVID-19:

- fever (greater than 37.8°C),
- new persistent/continuous cough; and/or,
- loss or change in sense of taste or smell.

Please keep them at home and arrange a PCR test as soon as possible. If anyone in your household develops any of these symptoms, however mild, they should also seek a PCR test as soon as possible and follow the guidance at <https://gov.wales/self-isolation-stay-home-guidance-households-possible-coronavirus>. If the outcome of your child's PCR test is positive, they will be required to self-isolate for a period of 10 days.

During school opening times, please phone the school to let us know and, more importantly, let us know the results immediately. During evenings and weekends, please let us know via email – [allsaintsps@valeofglamorgan.gov.uk](mailto:allsaintsps@valeofglamorgan.gov.uk)

If your child receives a positive result having taken a PCR test, please complete the form by clicking on the link below. This will ensure that we have all the information required when completing the necessary paperwork - especially if you contact us during the evening or at weekends.

<https://forms.office.com/r/KJeAxxPkBF>

**(There is no need to complete this form retrospectively for cases already logged with school)**

On the subject of illness and contacting the school to record pupil absences, we would like to advise everyone that leaving a message on the school telephone system or emailing the office, giving a reason such as 'ill' / 'not feeling well' is not ideal, especially in the current climate. We would greatly appreciate an explanation for the absence, so that we are able to follow the correct procedures. Please record all absences by contacting the school office via email and or leaving a message on the answer phone system.

Your co-operation is appreciated.

A. R. Williams  
Headteacher

