



Summerfield Education Centre

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Parent/Carer COVID-19 protocol 2020-21 Updated January 2021

To support us in minimising any risks to our students, staff and other parents/carers and their families, we ask that you adhere to the procedures outlined below.

The aim is to reduce, as far as possible, interaction between people on our school site and therefore limit the risk of cross-contamination between individuals within our school community. We're asking for your support in following this protocol, alongside the government guidance for parents and carers, which can be found here:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

Communication

Although we would like to be able to maintain our usual 'open door policy', we ask that parents/carers do not come into the school building unless it is absolutely essential and you have authorisation from the Headteacher.

We ask that all communication between home and school is by phone or email wherever possible.

Face coverings

In order to protect our school 'bubble', parents/carers and visitors who do have to come into the school building are expected to wear a face covering.

Dropping off/collecting students

If you are dropping off/collecting your son/daughter by car, please remain in your vehicle on the school car park.

If you are on foot, please wait outside the side gates and observe social distancing guidelines.

Illness

If your child is unwell, please follow our usual reporting procedures and contact the school office as soon as possible on 0121 709 0080.

Students and adults should not come on site if they are showing any coronavirus (COVID-19) symptoms, or have tested positive in the last 7 days.

If a student becomes unwell with COVID -19 symptoms whilst at school, they will be moved to the COVID isolation room and remain in the room until a parent/carers arrives to take them home. We ask that families, therefore, have arrangements in place to be able to instigate prompt collection from school if contact is made.

Parents/carers must then arrange for their child to be tested and follow the Public Health England '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' ' Please inform the school office regarding the results of a COVID-19 test as soon as possible.