



Saturday, 27 February 2021

Dear Parents and Carers,

Following the Government announcement earlier this week, I am delighted inform you that ALL pupils will return to school on Monday March 8th.

Asymptomatic Covid-19 Testing

As part of the return, DfE guidance states that each pupil should have 3 onsite asymptomatic COVID – 19 tests. The guidance also states that following the 3 onsite tests, testing will then continue at home with government provided testing kits issued by school.

We therefore wish to commence testing from Wednesday 3rd March. Pupils will be allocated appointment times, around 30 minutes, to come onsite and be tested. This will allow all pupil to have at least one test prior to their return to school on March 8th. The exact date and time for each pupil will be sent via a text along with a parental consent form.

If you have not yet completed the consent form, please do so at

<https://tinyurl.com/thornhillcovidtestform>. The remaining testing will take place onsite during pupils first week back in school. To safeguard our school community, we would strongly encourage all pupils to be tested. Any pupil testing positive will then need to isolate in line with Public Health England guidance.

Face Masks

Updated guidance now states that face coverings should be worn in classrooms or during activities unless social distancing can be maintained. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons. **All pupils (unless exempt) will therefore be expected to wear masks at all times in classrooms, public areas and on corridors.** If exempt, a copy of an exemption letter MUST be carried by the pupils. These measures will be in place until Easter, after which the government has indicated they will review and update the guidance on this.

Can you please ensure that your child has a clean mask with them each day. As a school we have supplied over 1000's of masks to pupils since the beginning of the pandemic and this is not financially (or environmentally) sustainable.

Uniform

Pupils will be expected to return to school in full uniform and any hair colouring or piercings that may have taken place over the last few months must be rectified so that our uniform policy is followed on return.

Year 11 Awarding of Grades

The government has indicated that teacher assessment will be used to inform the awarding of GCSE Grades this year. Further information will be communicated separately on this matter as and when information becomes available.

We are very much looking forward to welcoming all of our pupils back to school. We must all play our part as a school community to protect each other as much as possible, as well as do all we can to ensure that the school remains open.

We as a school have appreciated all of your efforts and support during these last few months and I would like to take this opportunity to say a **BIG thank you**.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Mr Redford', written in dark ink.

Mr Redford
Headteacher

Frequently Asked Questions

What if a pupil tests positive?

Participating staff and pupils who test positive will be informed about their results individually. Parents or legal guardians will also be notified. Guidance on safe travel and additional precautions will be provided along with test results.

Pupils will need to take a further 'PCR test' (similar to those done in local and regional testing sites) on the same day or as soon as possible. This is to be organised by the parent / carer of the pupils by going to www.gov.uk/get-coronavirus-test or call 119 to book a follow-up test. If ordering a PCR test yourselves, they should choose to visit a drive-through test site if possible, as it is faster than requesting a home test.

During this time while they wait for the PCR result (via text / email) they will need to self-isolate.

If the PCR test returns a positive result you will have to self-isolate and follow the guidance from NHS Test and Trace.

What happens if the test is negative?

They will be able to stay in school and resume their activities as normal. A student will only be told if they test positive on a 'lateral flow' test, so if you do not hear anything you can assume it was negative. A small number of students may need to repeat the test if the first test was invalid or void for some reason.

What if a close contact at school tests positive?

A close contact of someone in school who has tested positive for COVID-19 will need to self-isolate for 10 days.

What if my child develops symptoms?

This testing programme at school is for people with no symptoms. If your child develops symptoms at any time (such as a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste) they must immediately self-isolate, and book a test by calling 119, or visiting <https://www.gov.uk/get-coronavirus-test>.

HOW TO DO YOUR TEST

WHILE THIS IS A SELF-SWAB TEST, THERE WILL BE A TESTING HELPER WHO WILL OVERSEE THINGS AND PROVIDE HELP IF YOU NEED

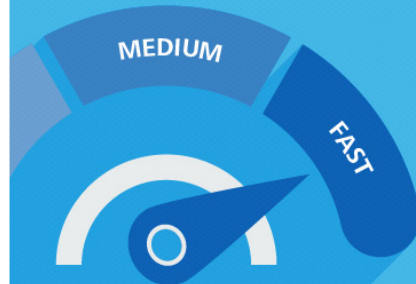
1



YOUR COVID-19 TEST WILL BE SCHEDULED. IF YOU ARE UNDER 16, YOUR PARENT / CARER WILL HAVE CONSENTED

2

YOUR TEST WILL BE FAST AND WHILE IT MIGHT FEEL A LITTLE UNCOMFORTABLE, IT WON'T HURT YOU

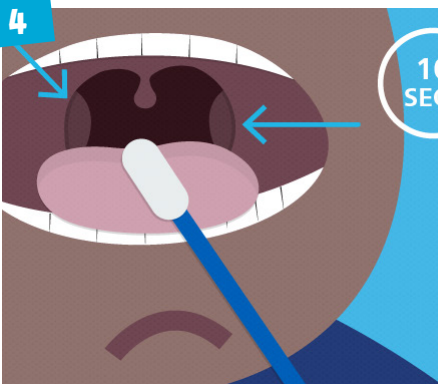


3



BLOW YOUR NOSE IF NEEDED. WASH AND DRY/SANITISE YOUR HANDS. REMOVE THE SWAB BEING CAREFUL NOT TO TOUCH THE SOFT PART

4



10 SECS

OPEN YOUR MOUTH WIDE AND USE A MIRROR TO LOOK AT THE BACK OF YOUR THROAT, THEN USE THE SWAB TO RUB FIRMLY 4 TIMES ON EACH SIDE

5

REMOVE THE SWAB CAREFULLY WITHOUT TOUCHING YOUR TEETH, TONGUE OR GUMS

6

GENTLY PLACE IT ABOUT 2-2.5 CM INSIDE ONE OF YOUR NOSTRILS. ROLL THE SWAB 4-5 TIMES ALONG THE LINING OF THE NOSTRIL, THIS WILL TAKE 10-15 SECONDS

7

AFTER THIS, YOU'RE DONE, GENTLY REMOVE THE SWAB BEING CAREFUL NOT TO LET ANYTHING TOUCH THE TIP

8

YOUR SWAB CAN THEN BE PLACED IN A TUBE FOR TESTING, THIS TAKES ABOUT 30 MINUTES



9



YOUR SCHOOL / COLLEGE WILL CONTACT YOU OR YOUR PARENT / CARER WITH THE RESULTS AND LET YOU KNOW WHAT HAPPENS NEXT

Thornhill Academy – COVID-19 Testing Privacy Statement

Ownership of the Personal Data

To enable the Covid-19 testing to be completed at Thornhill Academy, we need to process personal data for staff and pupils taking part, including sharing of personal data where we have a legal obligation. Thornhill Academy is the Data Controller for the data required for processing the tests and undertaking any actions which are needed by the school / college to ensure we meet our public health and safeguarding legal obligations. All data is processed under section 175 of the Education Act 2002. Data Controllership is then passed to the Department for Health and Social Care (DHSC) at the point that we transfer data to them.

Personal Data involved in the process

We use the following information to help us manage and process the tests:

- Name
- Date of birth (and year group)
- Gender
- Home postcode
- Email address
- Mobile number
- Unique barcode assigned to each individual test and which will become the primary reference number for the tests
- Test result
- Parent/guardians contact details (if required)

We will only use information that is collected directly from you specifically for the purpose of the tests, even if you have previously provided us with this information.

How we store your personal information

The information will only be stored securely on local spreadsheets in school/college whilst it is needed. It will also be entered directly onto DHSC digital services for the NHS Test and Trace purposes. Schools/colleges will not have access to the information on the digital service once it has been entered.

Processing of Personal Data Relating to Positive test results

The member of staff, pupil, student or parent (depending on contact details provided) will be informed of the result by the school/college and advised how to book a confirmatory test.

The school/college will use this information to enact their own COVID isolation processes without telling anyone who it is that has received the positive test.

The information will be transferred to DHSC, who will share this with the NHS. PHE and the Local Government will use this information for wider test and trace activities as well as statistical and research purposes.

This information is processed and shared under obligations set out in Public Health legislation under Regulations 3(1) and (4) of the Health Service (Control of Patient Information) Regulations 2002 (COPI) which allows the sharing of data for COVID related purposes.

This information will be kept by the school/college for up to 14 days and by the NHS for 8 years.

Processing of Personal Data Relating to Negative test results

The school/college will record a negative result and the information will be transferred to DHSC, NHS, PHE and the Local Government who will use the information for statistical and research purposes.

This information is processed and shared under obligations set out in Public Health legislation under Regulations 3(1) and (4) of the Health Service (Control of Patient Information) Regulations 2002 (COPI) which allows the sharing of data for COVID related purposes.

This information will be kept by the school/college for up to 14 days and by the NHS for 8 years.

Data Sharing Partners

The personal data associated with test results will be shared with DHSC, NHS, PHE and local government to ensure they take the necessary actions they need to complete under their legal obligations.

Your Rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at dataprotection@thornhillacademy.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us by contacting the Data Protection Officer:

Mr C Lane
Data Protection Officer
Thornhill Academy
Thornholme Road
Sunderland
SR2 7NA

Telephone: 0191 500 7981

Email: dataprotection@thornhillacademy.com

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1111