

**Headmaster: Mr Alan Whelpdale BA, PGCE, NPQH**

1 October 2020

Dear Parents

You will be aware of the recent launch of the NHS COVID-19 contact tracing app. The app is available to download for anyone aged 16 or over if they choose to do so. I am therefore writing to all parents of girls in Years 11, 12 and 13.

The app will alert a user if they have been in close contact with a confirmed case of COVID-19 – this generally means if you have been within 2 metres of someone for 15 minutes or more. Individuals are not informed who the close contact is.

Although those aged 16 and over can use the app in education settings, the main benefit is outside that, when they are socialising, using public transport or in a public space.

However, we are aware that some girls will have the app on their phones and therefore wanted to make you aware of our processes. We would appreciate it if you would also talk through this letter with your daughter and make her aware of the process:

- Girls are currently allowed to have their phones on in School, in order to access online work during their lessons. Where they have the app on their phone, it is recommended that contract tracing is left turned on by pupils, to be consistent with the general guidance on the use of the app.
- Contact tracing should be paused if the pupil does not have their phone with them, for example, if it has been put in a locker - this is to avoid the app picking up contacts when the individual is not with their phone.
- If a girl receives a notification that she has been in close contact to a positive case, she should inform a member of staff immediately. Our self-isolation procedures will then come into action and your daughter will be isolated in the medical room, until you are able to collect her.
- She must then follow the advice on self-isolation.

We have attached an NHS Factsheet for parents regarding the App to this email for your information.

If you have any questions, please do not hesitate to contact me.

Kind regards

**Nurse Emma**

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