



Corby Business Academy

Academy Way  
Gretton Road  
Corby  
Northamptonshire  
NN17 5EB

Tel: 01536 303120

Email: [enquiries@corbybusinessacademy.org](mailto:enquiries@corbybusinessacademy.org)

Web: [www.corbybusinessacademy.org](http://www.corbybusinessacademy.org)

Associate Principal: Simon Underwood

11<sup>th</sup> November 2020

Dear Parents and Carers,

We have been made aware that a member of our staff community in our UNIT provision has tested positive for COVID-19.

We have followed all the national guidelines and worked quickly to identify students and staff who may have been in 'close contact' with the affected individual and consequently they will need to self-isolate. We have contacted these families individually. The provision will also be undergoing a deep clean.

Unfortunately, a number of staff within the provision are considered to be 'close contacts' by Public Health England and will also need to isolate until Saturday 21<sup>st</sup> November.

All schools across the country are required to have an appropriate number of staff based on the number of students that need to be in school for health and safety reasons. In the UNIT this also means that a certain ratio of specially qualified staff need to be in school to open safely for students.

Under normal circumstances, staff absences rarely cause problems and can be quickly solved. However, due to the number of staff isolating it is highly likely that we will not have enough staff available during this period to open safely for other students. Unfortunately, this means we will need to ask all other students to remain at home as well.

Unless you have been contacted separately, your child will not need to self-isolate as they are not a close contact and you will be able to return to the UNIT on Monday 23<sup>rd</sup> November. All our UNIT team will be contacting families over the next 24 hours to remind you of the remote learning processes that we have in place.

I can only apologise for the disruption these decisions cause but assure you that it has only been made in the best interests of our students' safety and wellbeing.

I would like to recognise the excellent support and work that has occurred from UNIT staff and managers, as well as our site team and cleaning staff. Their dedication to our students and community has been outstanding. I also want to thank you for the continued support you have shown the academy during these challenging times.

If you have any further questions, please do not hesitate to contact the UNIT managers or myself.

Yours sincerely

Mr S. Underwood  
Associate Principal

## Guidance

Guidance for contacts of people with confirmed coronavirus (COVID-19) infection who do not live with the person

<https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person>

## What to do if your child develops symptoms of COVID-19:

- People who do not have symptoms should not request a test unless this has been specifically requested by Public Health England or the local authority.
- All other household members who remain well must stay at home and not leave the house for 14 days. This includes anyone in your 'Support Bubble'.
- The 14-day period starts from the day when the first person in the house became ill.
- Household members should not go to work, school or public areas and exercise should be taken within the home. If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.
- Household members staying at home for 14 days will greatly reduce the overall amount of infection the household could pass on to others in the community.
- If your child develops symptoms of COVID-19, they should remain at home for at least 10 days from the date when their symptoms appeared. Anyone with symptoms will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119.
- If you are able to, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

Please see the link to the PHE 'Stay at Home' Guidance:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

## Symptoms of COVID-19

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature and/or
- a loss of, or change in, normal sense of taste or smell (anosmia)

## For most people, coronavirus (COVID-19) will be a mild illness

If your child does develop symptoms, you can seek advice from the nhs.uk website at

<https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>. If you are concerned about your child's symptoms, or they are worsening you can seek advice from NHS 111 at <https://111.nhs.uk/> or by phoning 111.

## How to stop COVID-19 spreading

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

*Do*

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

## Further Information

Further information is available at: <https://www.nhs.uk/conditions/coronavirus-covid-19/>