



University Technical College Warrington,
Dallam Lane, Warrington, WA2 7NG

Telephone: 01925 737067

E-mail: info@utcw.co.uk

Website: www.utcw.co.uk

Principal & Chief Executive: Mr L M Barber

Date: 30/09/2020

CONFIRMED CASE OF COVID-19 - Pupil without close contact

Dear Parent/Carer,

I am writing to inform you that there will be an unexpected closure of school tomorrow, Thursday 1st October 2020, due to a senior member of staff testing positive for COVID-19.

The school has followed all national guidance and our risk assessments and procedures have been regularly reviewed, and have been working together closely with the local authority health and safety team and Public Health England. The school team has worked incredibly hard to ensure a safe environment for our community and have taken a proactive and proportionate approach with Public Health England.

However, as a small school, with limited numbers of staff, we have decided that it is necessary to close tomorrow for the day so that we can assess staffing capacity and the risk this presents to the school and wider community. A full deep clean of the building will take place tomorrow and we will assess the situation fully.

All lessons for students will be provided remotely online, via Microsoft Teams, and students will be expected to log on and complete the work set by their teachers. Their attendance and engagement will be monitored closely.

If your son/daughter is entitled to a free school meal, a packed lunch will be available for collection between the hours of 11am-12pm tomorrow from school. We would ask that only one family member comes to school to collect their lunch and this will be provided at a social distance for them to take away. Please email: parentenquiries@utcw.co.uk by 9am tomorrow morning if you require a packed lunch.



I would like to stress that only a very small minority of students have been in direct contact with the member of staff and are therefore required to self-isolate as a result.

In all cases we carry out a full risk assessment and identify all those who have been in close contact with the affected case to recommend if they are required to stay at home and self-isolate until 14 days after their last contact. If your son/daughter has been in contact with the staff member you will receive a separate email with information and instructions regarding self-isolation.

However, in line with national guidance if your child, or anyone in your household start to experience symptoms of COVID-19: onset of a new continuous cough and/or a high temperature and/or a loss of, or change in, normal sense of taste or smell (anosmia) they must remain at home and not go to work, school or public areas. You should arrange testing for the person who has developed symptoms. When the result is known further advice will be available.

Testing can be arranged by calling 119 or via the NHS website: nhs.uk/coronavirus

How to stop COVID-19 spreading

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

- 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 nhs.uk/coronavirus

We will contact you tomorrow to confirm arrangements for reopening on Friday 2nd October and, as always, we thank you in advance for your understanding and support.

Yours sincerely

Amanda Downing
Associate Principal