**28th May 2020**

Dear Parent/Carer,

I am writing to let you know that a member of staff developed symptoms last weekend and has subsequently tested positive for Covid-19. I want to assure you that the school implemented the protocols in place for dealing with a positive test result, following DfE guidance as well as taking advice from Public Health England on managing this situation. High Well was closed on Wednesday 27th May for additional deep cleaning and re-opened today for pupils and staff.

Any person, including pupils in close contact with the member of staff for 15 minutes or more are self-isolating for 14 days. Pupils and staff who did not come into close contact do not need to self-isolate.

I appreciate that this is a difficult and worrying time, and if you have any questions or concerns please do not hesitate to contact the school.

Thank you for your continued support.



Louise Quinn
Headteacher