

18 September 2020

Dear Parents/Guardians

College Action Plan in the event of a confirmed positive case of COVID-19

The following outlines how DLD College London will approach the situation where a student in the school community tests positive for COVID-19. By sharing this information, I hope that you will feel better informed and understand that there are steps that the College must follow, in conjunction with government agencies, to protect the spread of coronavirus.

Please note that there will be a time-lag whilst we undertake steps 2, 3 and 4, so it is likely that we may have to ask a larger number of students to self-isolate initially. When we have a clearer picture, students who have not had significant **close contact** may be able to return to College.

1. The school is informed that a student has tested positive for COVID-19.
2. The school call the DfE team who then advise on next steps; this is expected to be to establish student contact groups within lessons, sport, personal tutor groups, etc.
3. Staff will collate names of all students who are deemed to be a **close contact**.
4. We will also contact the family of the COVID-19 positive student to discuss who their close contacts have been while at school. This will involve talking through the day and discussing friendship groups.

Upon assessment by the School Nurse, if a student displays symptoms **before** being confirmed positive, then if they are a boarder, they will need to self-isolate in boarding until the test result confirms otherwise. If they are a day student, they will be sent home immediately as per our COVID-19 policy and will have to self-isolate until test results confirm otherwise. If the test result is negative, the student can return to College; if it is positive, then the student will need to self-isolate for 14 days.

For reference, the government currently regards a **close contact** as:

- A person who has spent significant time in the same household (e.g. a boarding room);
- A person who has had face to face contact (within one metre) including:
 - being coughed on
 - face to face conversation
 - skin to skin contact
- Contact within one metre for one minute or longer without face to face contact;
- A person who has been within two metres of someone who has tested positive for COVID-19 for more than 15mins;
- A person who has travelled in a small vehicle with someone who has tested positive.

We will contact all families who have children who have been affected, asking them to self-isolate for 14 days. Due to GDPR we will not be able to share details about who has tested positive including their year group. In the interest of child safeguarding and safety, please do not speculate on social media.

Principal: Irfan H Latif BSc (Hons) PGCE FRSA FRSC
DLD College London,
199 Westminster Bridge Road, London, SE1 7FX
Tel: +44 (0) 20 7935 8411
Email: dld@dld.org
www.dldcollege.co.uk

All day students who are self-isolating for 14 days will need to remain at home while all boarders will be based in the boarding house in their individual rooms. Please be aware that this will happen very quickly so we advise that students take books and other equipment home each day.

We will contact all members of the school community explaining what actions we have taken.

Remote learning via our online learning platform Canvas will start immediately for all affected students.

All potentially infected areas will be subject to enhanced cleaning by our contractors.

As you can see from the above list, there is a great deal to do and we are also required to follow the advice of government agencies. We would ask that you await our communication should you hear something informally – we will communicate with families by email at the earliest opportunity.

We appreciate that should this happen it will be extremely frustrating for families, and I thank you in advance for your support and patience.

Best wishes

Irfan



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Principal

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