

18 March 2021

Dear Parent/Carer

As you will know, our on-site lateral flow test centre has been receiving students for testing since Monday 8 March. The entire process has been very smooth and I'd like to take this opportunity to thank our students for their sensible approach – everyone involved took it very much in their stride!

After all students have been offered 3 tests on-site, boxes of tests will be available for students to take away for self-administration at home. Information with how and where they will collect them will be shared directly with students. There is no obligation to partake in this and if you have not consented to the on-site testing we will assume that you also do not want home testing kits, so your child will not be allocated any. Some parents have made us aware that they did not want their child to be tested on site, but do give consent for testing at home – students of these parents will receive the home testing pack.

#### Administering the lateral flow test

Please see below links to video and posters for guidance on how to take the test, **please ensure that you read these before administering a test:**

- <https://www.youtube.com/playlist?list=PLvaBZskxS7tzQYlVg7lwH5uxAD9UrSzGJ>
- [secondary schools and colleges document sharing platform.](#)

Each box contains 3 tests and each student will initially receive 2 of these boxes, providing 6 tests in total. We ask that your child takes a test and completes the procedure on the following days:

1. Sunday 21 March 2021
2. Thursday 25 March 2021
3. Sunday 28 March 2021
4. Thursday 1 April 2021
5. Sunday 4 April 2021
6. Thursday 8 April 2021

We are anticipating receiving more tests shortly.

For tests for the rest of the family, please follow this link for your nearest home test collection point:  
<https://find-covid-19-rapid-test-sites.maps.test-and-trace.nhs.uk/>

## Test Results Procedure

By consenting to and taking part in a lateral flow test at home, you commit to sharing the result with both the school and the NHS Track and Trace process and adhere to guidance regarding self-isolating.

### NEGATIVE test result process

1. complete and return school form: [COVID Home Testing Results Form - STUDENTS](#)
2. inform NHS Test and Trace using <https://www.gov.uk/report-covid19-result>; and
3. child to attend school as normal.

### POSITIVE test result process

1. **notify the school via:** [covidreporting@montsaye.northants.sch.uk](mailto:covidreporting@montsaye.northants.sch.uk);
2. complete and return school form: [COVID Home Testing Results Form - STUDENTS](#)
3. inform NHS Test and Trace using <https://www.gov.uk/report-covid19-result>;
4. book a PCR test; and
5. child and household/bubble must isolate immediately.

The school will then notify the department for education and follow their advice.

### VOID test result process

1. complete and return school form: [COVID Home Testing Results Form - STUDENTS](#)
2. inform NHS Test and Trace using <https://www.gov.uk/report-covid19-result>;
3. take another rapid test; and
4. follow the SECOND test result process below.

### SECOND test result process after first void test

If the second test result is NEGATIVE, follow negative procedure above.

If the second test result is POSITIVE, follow the positive procedure above.

If the second test result is VOID, follow the SECOND VOID test result process below.

1. complete and return school form: [COVID Home Testing Results Form - STUDENTS](#)
2. inform NHS Test and Trace using <https://www.gov.uk/report-covid19-result>;
3. child and household/bubble to isolate; and
4. book at PCR test.

Thank you for all your efforts to continue to keep our school and community safe.

Yours faithfully



Mrs Gabbi  
Principal