**Appendix B –** **Warn and Inform Letter Template**

Date: [DD/MM/YYYY]

**Warn and Inform**

Dear Parent/ Carer,

We have been advised by [insert local area] Council’s Public Health Team that there has been a confirmed case of COVID-19 within your [child’s class/ after school club - delete as appropriate] at the [early years childcare provider/ nursery / school - delete as appropriate].

In line with the national guidance, children aged under 18 years and 6 months are no longer required to self-isolate if they are a close contact of someone who has tested positive for COVID-19.

Your child and other members of your household can continue normal activities provided your child does not develop symptoms.

Your child may have been in contact with the positive case. Children over 5 years who have been in contact with someone who has tested positive with COVID-19, are strongly advised to take an LFD test every day for 7 days, whilst continuing to attend the setting as long as they do not have symptoms.  If an LFD test is positive, they must isolate as a new case. From January 11th, a confirmatory PCR test is not required if asymptomatic, unless a parent is applying for TTSP support. Please report all test results at: <https://www.gov.uk/report-covid19-result>.

LFD test kits can be obtained from your local chemist, online at [https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests](https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests%20) or call 119. If you have problems accessing LFD tests, please contact your early years provider.

*(If someone has tested positive for COVID-19 within the last 90 days, they are advised to continue with contact or school LFD testing.*

*This is a change to the previous position because we know people can be infected with Omicron even when they have had previous COVID-19 infection. Previously, we had evidence that people were likely to be immune for at least 90 days after infection, but we don’t know whether this is the case with Omicron. With the removal of the requirement for self-isolation, we need another system to try to reduce transmission. Given that there is much less likelihood of false positives with LFDs when someone is no longer infectious, the balance of risks means that we need to implement this, even in the 90 days after previous infection).*

Children who are aged under 5 years old who are identified as **close contacts** will only be advised to take a PCR test if the positive case is in their own household.

Test can be booked via [https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested](https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested%20) or by calling 119.

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

If your child develops symptoms of COVID-19, they must isolate and you should arrange a PCR test for your child via <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested> or by calling 119.

If the test result is positive, your child will be required to self-isolate for a period of 10 days from the day that their symptoms started. Please inform us if your child has a positive test result.

Your child may be able to end their self-isolation period before the end of the 10 full days. They can take an LFD test from 5 days after the day symptoms starting (or the day their test was taken if they did not have symptoms), and another LFD test on the following day (day 6). The second LFD test should be taken at least 24 hours later. If both test results are negative, and they do not have a high temperature, they may end self-isolation after the second negative test result. For an example and diagram explaining further, please visit: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

If your child’s initial PCR test result is negative, they can continue with their normal activities if they are well enough to do so.

Household contacts who are aged over 18 years and not fully vaccinated, are legally required to self-isolate and should take a PCR test.

Household contacts who are,

* fully vaccinated
* or aged under 18 years
* or have taken part in or are currently part of an approved COVID-19 vaccine trial
* or not able to get vaccinated for medical reasons.

Are NOT legally required to self-isolate but are strongly advised to take daily LFD tests for 7 days. Household contact must isolate if they develop symptoms and take a PCR test.

Household contacts who are aged under 5 years old are not legally required to isolate but should take a PCR tes**t.**

**Symptoms of COVID-19**

If you or someone in your household develops symptoms of COVID-19, isolate, and access a PCR test. The most common symptoms of coronavirus (COVID-19) are recent onset of a:

* new continuous cough
* high temperature
* loss of, or change in, normal sense of taste or smell (anosmia)

However, people frequently present with a wider range of symptoms. If you or your child feel newly unwell with COVID-19 symptoms, then please access a PCR test. For many people, coronavirus (COVID-19) will be a mild illness.

**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 COVID-19:

* wear face coverings in crowd places, especially when you are indoors
* if someone in your household tests positive, it is encouraged that household contacts obtain a PCR test and test daily using LFD tests, unless exempt
* 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
* allow ventilation in the house through opening windows
* put used tissues in the bin immediately and wash your hands afterwards

**Test and Trace Support Payments**

If a person is asked to self-isolate by NHS Test and Trace and is on a low income, unable to work from home and will lose income as a result, they may be entitled to a payment of £500 from their Local Authority under the Test and Trace Support Payment scheme. This now applies to parents and carers who cannot work from home and will lose income by self-isolating or staying at home to care for the child.

Further details are available via: <https://www.gov.uk/test-and-trace-support-payment>

**Further Information**

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

Yours sincerely,

[Insert Name and Role]