



Date: 05/10/2020

Dear Staff Member

Re: Information regarding a confirmed case of coronavirus in Ysgol Bae Baglan School.

NHS Wales Test, Trace, Protect has been informed of a confirmed case of COVID-19 (Coronavirus) of a member of staff in in **Ysgol Bae Baglan School**.

Ysgol Bae Baglan School remains open. It is working closely with Public Health Wales, the Local Authority and NHS Wales Test, Trace and Protect to ensure that all the appropriate measures are in place to protect students, staff and the wider community. This letter is to inform you of the current situation and to provide advice on what you need to do.

All close contacts of the case have been identified and have received appropriate advice to self-isolate. **You have not been identified as a close contact and therefore do not need to self-isolate and do not require testing for COVID-19.** You can continue to attend **Ysgol Bae Baglan School** as usual.

However, as a precaution, please be alert for any symptoms of COVID-19:

- A new or continuous cough
- A high temperature
- A loss of or change to sense of smell or taste

If you develop any of these symptoms, even if they are mild:

- Book a test by phoning 01639 862757 or 119 or through the online portal: <https://www.nhs.uk/ask-for-a-coronavirus-test>
- Inform **Ysgol Bae Baglan School** that you are unwell with COVID-19 symptoms and that you have requested a test
- You should self-isolate for 10 days from when your symptoms started
- All other household members should isolate for 14 days from when you developed symptoms
- Do not visit a GP surgery, pharmacy or hospital but if you require medical advice please contact NHS 111 or telephone your GP; if there is a medical emergency phone 999
- Please follow the advice provided when you receive your test result

To reduce the risk of COVID-19 spreading, there are things that everyone in your family can do to help. These include:

- washing hands with soap and water often – do this for at least 20 seconds
- using hand sanitiser gel if soap and water are not available
- washing hands as soon as they get home
- covering their mouth and nose with a tissue or sleeve (not their hands) when they cough or sneeze
- putting used tissues in the bin immediately and wash hands afterwards

Further information on symptoms and self-isolation can be found here

<https://gov.wales/symptoms-and-self-isolation-contact-tracing>

Further formation on Test, Trace, Protect can be found here <https://gov.wales/test-trace-protect-coronavirus>

For general information on COVID-19 <https://gov.wales/protect-yourself-others-coronavirus>

The COVID-19 online symptom checker can tell you if you need medical help and advise you what to do <https://gov.wales/check-if-you-need-coronavirus-medical-help>

With best wishes,

A handwritten signature in black ink, appearing to read 'R Rees'. The signature is written in a cursive, slightly slanted style.

Mr R Rees