



Olive AP Academy  
SUFFOLK

Olive Academies

**Executive Headteacher:** Helena Boast

**Headteacher:** Alastair Burnett

13th October, 2021

Dear parents and carers

**We know how important it is for you to be able to send your child to school.**

At Olive AP Academy – Suffolk we are taking a number of measures to help prevent the spread of COVID-19, including:

- encouraging all staff to test regularly, to minimise the risk of our teachers giving your child or other children Covid;
- ensuring our staff and children practice good hygiene;
- making sure our spaces are well ventilated; and
- reminding all members of our community to isolate and book a [PCR test](#) should they develop symptoms of the virus.

**We are also asking all parents and carers to encourage their children to test regularly and to report each result**

Up to one in three people who have COVID-19 can spread the virus without knowing. This is because they have no symptoms. We are therefore asking all parents to encourage children to test twice a week and help us to keep our school open.

Your child will be able to collect home test kits from their class teacher and bring them home with them - each week. Please ask your child if they have received these and help them to take the test and report their results. Testing is free of charge.

The tests will come with guidance in multiple languages on how to take the test. You can also see this useful video to show you [how to take the test](#) - tests usually take a few minutes to do and you get the results in 30 minutes. Then all you need to do is to report the result to:

- NHS Test and Trace: <https://www.gov.uk/report-covid19-result>
- To Olive AP Academy – Suffolk by emailing [info.suffolk@oliveacademies.org.uk](mailto:info.suffolk@oliveacademies.org.uk)

**Financial support is available if your child tests positive and you need to self-isolate**

If you are unable to work due to your child having, or displaying symptoms of, COVID-19, you may be entitled to a one-off payment of £500 through the [NHS Test and Trace Support Payment scheme](#) if you are required to stay at home and self-isolate.

You will be eligible if you live in England and meet all the following criteria:

- you have been asked to self-isolate by NHS Test and Trace, including by the NHS COVID-19 app

Chilton Way, Stowmarket, Suffolk, IP14 1SZ

**T** 01449 613931    **E** [info.suffolk@oliveacademies.org.uk](mailto:info.suffolk@oliveacademies.org.uk)    **W** [www.apsuffolk.oliveacademies.org.uk](http://www.apsuffolk.oliveacademies.org.uk)

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- you are employed or self-employed
- you cannot work from home and will lose income as a result
- you are claiming at least one of the following benefits:
  1. Universal Credit
  2. Working Tax Credits
  3. income-related Employment and Support Allowance
  4. income-based Jobseeker's Allowance
  5. Income Support
  6. Pension Credit or Housing Benefit

By testing your child twice each week you will help us to reduce transmission of Coronavirus, keep everyone in school and our school open which minimises disruption to their education and to you and your household.

Please contact Helen Everard, our COVID Coordinator, if you have any questions or concerns about home testing. You can also find out more information on our website –

<https://apsuffolk.oliveacademies.org.uk/academy-life/covid-19-info>

This week the Department for Education have issued a further update for parents, written in conjunction with the Department for Health and Social Care, which you can also find on our website, link as follows:

[Oct-2021-Letter-to-secondary-school-parents-Education-and-Health-Secretary.pdf \(oliveacademies.org.uk\)](#)

Thank you for your support.

**Alastair Burnett**  
**Headteacher**

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