Please complete this notification form and return to Public.Health@walthamforest.gov.uk.

|  |  |
| --- | --- |
| Name of setting, contact person |  |
| Date |  |
| Number of new LFD or PCR positive cases you are reporting today |  |
| Number of cases in last 10 days |  |

**Year groups of cases reported today** (the figures in this table should not include any cases you have already reported to us)**:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Pupils** | **Year** | **Pupils** |
| **R** |  | **7** |  |
| **1** |  | **8** |  |
| **2** |  | **9** |  |
| **3** |  | **10** |  |
| **4** |  | **11** |  |
| **5** |  | **12** |  |
| **6** |  | **13** |  |
| **Staff** |  |  |  |

**Have you met the outbreak threshold in any year group?** (see definition below)

[ ] No – the school has not reached the outbreak threshold.

[ ] Yes – the school has now reached the threshold.

[ ] Yes – the school had already reached the threshold and had previously notified Waltham Forest Public Health of this.

**Do you have any other questions/need a phone call to support you? If so, please state below:**

**Will you be moving to remote learning for any class or year group?** If so, please complete the table overleaf.

|  |
| --- |
| **Outbreak threshold**For most schools, whichever of these thresholds is reached first: * 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period
* 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period

For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time: * 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period
 |

**Minimum information to be provided to Learning and Systems Leadership around the need for schools/colleges to move to remote learning for classes/year groups.**

|  |  |
| --- | --- |
| Number of staff absent |  |
| Total staff numbers |  |
| Brief context surrounding need for move to remote learning e.g. teachers/staff in year group off with Covid or staff in a department |  |
| Number of pupils moved to remote learning |  |
| Year group of pupils  |  |
| Appropriate remote learning in place  | Yes/No |
| Vulnerable and children of critical workers offered in school provision  | Yes/No |
| Expected return date to in-school provision  |  |