King's School
Hangleton Way
Hove
BN3 8BN

01273 840004
admin@kingsschoolhove.org.uk
www.kingsschoolhove.org.uk

17th March 2021

Dear Parents and Carers,

Student home testing- COVID 19

I am writing to update you on progress with issuing home COVID 19 testing kits for students.

We have now received our allocation of kits and will be issuing these to students **this Thursday 18th March**. Students will be able to collect their testing kit from their tutor during tutor time and will be asked to sign for their kit so we can record which kits have been taken home by which student.

As ever, there is no requirement for your child to have COVID testing although we would strongly encourage all families to take part. If you or your child do not want to take part in home testing, your child can choose not to collect a test kit from their tutor. Please note- in line with guidance from PHE and the DfES, we will not be collecting individual student permissions for home testing. Students opt into testing by collecting a kit, opt out by not collecting their kit. Please see the associated privacy notice for more information: https://www.russelleducationtrust.org.uk/documents/Privacy%20Notice%20-%20Staff%20and%20student%20test%20at%20home.pdf . If your child brings home a test kit and you do not wish for them to be tested, please disregard the kit. In this instance, you are welcome to return the kit to school for use by a different family. If your child fails to bring home a kit and you are expecting them to do so, please contact the school office.

Please also note- **it is your responsibility to notify the NHS and the school of the result of each home test and of any errors or incidents arising from home testing**. To make this easier, we have arranged for parents/carers to have access to an online portal called TestRegister. This simple portal allows you to login and record your child's test result on the school's database, and will also redirect you to the NHS track and trace website to record the result there too. Please see below for further information. Once your child has collected a kit, we will make the online test results portal available to you. If your child brings home a kit and you do not need access the portal, it is helpful for you to let us know so we can stop you from receiving automated testing reminder emails.

It would be helpful if tests are carried out on Wednesdays and Sundays and results submitted then. Note that students do not need to carry out tests during the Easter holidays.

We hope that you find this system clear and easy to use, but if you have any problems please contact the school office.

Yours sincerely,

Sarah Price

Headteacher

Self-testing kits
Self-testing kits look like this and will come with an instruction booklet. You will get two of these kits for your child.

Each box contains three lateral flow tests, and the aim is for each student to use these tests between now and the end of the Easter holidays. We believe that students and staff should test on a Sunday evening/Monday morning before coming to school (for example, this could be the 22nd March 2021) and then again on a Wednesday evening/Thursday morning before school (for example, the 24th March). This will meet the requisite length of 3-5 days between tests.

Recording your results
Once you received your home test kits, you will need to login to the TestRegister site to register your test results. The web address is https://testregister.co.uk/login The site has been pre-populated with contact details for your child's primary and secondary emergency contacts as listed on our school database. When you are ready to enter a test result, simply visit the site, enter your email address and then follow the link that is emailed to you. You will not have a username or password. If you can't login, please check with the school office which email address we have on file for you.

You will receive a reminder email on the school's designated test reporting days (Sundays and Wednesdays) prompting you to login and report your child's result. We would recommend you bookmark this page also.

You will be able to submit your child's test results into TestRegister and then be linked to the gov.uk results portal. Both systems will ask you for the test strip ID (printed on the test of available to scan as a QR code on the test), the date of the test and the test result.

If done on a mobile device, both stages of the process allow the use of a camera to scan the test strip QR code. However, if you are unable to use the QR camera, you can type in the test strip code. Please see to the right screen shots that show you what to expect when logging your child's result. Parents will get an email confirming that your result has been submitted.

To complete the process, and to meet legal requirements, you **must report your child's result to both the NHS and the school**. The TestResult portal will give you a link to report your result to the NHS.

Home testing- Frequently asked questions

My child recently had COVID 19- do they still need to do home tests?
People who have had COVID 19 in the last 90 days do not need to complete home lateral flow testing, as this will likely result in a false positive result. If the 90 day period is going to end before the Easter holiday, your child may want to collect home tests anyway so they can start testing on the 91st day after they had COVID 19.

What happens if my child has a positive test result?
If your child's lateral flow test comes back as positive, you must book a PCR test to confirm the result. Your child should self-isolate until the result of their PCR test is known. To book a PCR test, please visit https://www.gov.uk/get-coronavirus-test

Please make sure you log the test result onto the TestRegister site. This will automate an email to the school notifying them of your child's positive test.

Do I need to log negative or void results?
Yes- please log all test results in the TestRegister site.

Can I use home tests on myself/other members of the family?
Please do not use these tests for anyone other than students who attend King's School. Tests have been registered as associated with students at King's and using them for other people could cause problems with track and trace.

If you would like to request home testing kits for family members who don't get tested at work/school already, please visit: https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests

There is a problem with the test kit I have been given- what do I do?
If your test kit is damaged or faulty in some way, please email admin@kingsschoolhove.org.uk and we will try to help you as soon as we can.

How do I request more home test kits?
The test kits you have been provided this week should last until the Easter break. We will contact you to confirm details of future supplies in due course. In the meantime, you should not need to request additional kits for your child if you are using them only for your children attending King's and only twice a week as intended.

When should my child take these tests?
Students should test on a Sunday evening/Monday morning before coming to school (for example, this could be the 22nd March 2021) and then again on a Wednesday evening/Thursday morning before school (for example, the 24th March). This will meet the requisite length of 3-5 days between tests.

How do I login?
Visit https://testregister.co.uk/login
Enter the email address that the school has on file for you. Go to your email account and follow the link that is emailed to you. You do not need a login or password to access the site; just access to your email account.