

Address Gatton Park, Reigate, Surrey RH2 0TD

Headmaster Mark Dixon

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Website www.raa-school.co.uk

ROYAL ALEXANDRA & ALBERT SCHOOL



26th February 2021

Dear Parent,

Important information on testing for UK based Boarders prior to return (6th & 7th March)

If your child is currently in or returning from outside of the UK please see a separate letter.

In line with Government guidelines our returning pupils will be tested, using the COVID-19 lateral flow device test, twice a week on their return to school. For our returning Boarders we have arranged the first test during the **weekend of Saturday 6th and Sunday 7th March before** their return to the Boarding House. Due to limits of testing availability we may not be able to facilitate boarders return after these dates. Please contact the school urgently [HERE](#) if your return will be delayed in anyway.

We have setup an online appointment booking system to allow you to book a timeslot. Please select one appointment time only [HERE](#).

As well as booking a time slot, the test also needs to be registered on the *Gov.uk* website prior to the test. You can only do this up to 24 hours before or on the day using the registration card provided with this letter (which you will also receive through the post). You can either use your phone to scan the QR code on the card or use [this website](#) to register the test online. Once you are on the site you will then be asked to Scan the barcode, which has been attached to the card, or input manually.

Useful information:

- Our Test Centre ID is RAAA
- We are **not** carrying out daily contact testing (7 days)
- Address – if using the Boarding House the postcode is RH2 0TD

On arrival at school at your pre-booked time, please park in the St Andrew's Church car park **and remain in the car**. Your child should go to the Chapel promptly for their appointment time. They will need to wear a **facemask** and please remind them to remain socially distanced from others. They also need to bring with them the Registration Card (that has been pre-registered) and attached barcodes so we can carry out their test. Pupils should return to the car as soon as they have completed their test.

After testing is completed it takes approximately 30 minutes to receive your result, which will be sent to the email address you registered with. Once you have received this and it is negative, you can go the Boarding House, you must show the email or test to the Boarding House on arrival to enter the House. *Please note if the test is positive the pupil will need to return home with you and isolate along with the household for 10 days in line with Government requirements.*

ACTIONS:

- 1. Book a test slot (ASAP)**
- 2. Complete the consent form [HERE](#)** (if you haven't already done so)
- 3. Register the test on the gov.uk site – no more than 24 hours in advance of test**
- 4. Pupil to arrive promptly to the Chapel for timeslot (with Registration Card and facemask)**

If you have any queries please contact covidtesting@gatton-park.org.uk

Yours sincerely

A handwritten signature in black ink, appearing to read 'Joe Gale', with a stylized flourish at the end.

Joe Gale
Deputy Head Boarding & Pastoral

Please note, in order to access the links an electronic copy of this letter was emailed on Friday 26th February.