



**Bexley Grammar School**  
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31st December 2020

Dear Parent/Carer/Governor,

As mentioned in my letter yesterday, I write to ask formally for volunteers to support us in our participation in the NHS Test and Trace mass testing of staff and students in schools. I will write separately to all parents/carers to explain the process of mass testing of students in more detail and to seek consent for this voluntary testing which is to take place as early as possible in the new term. You need to continue reading this letter only if you are able to offer some help as a volunteer.

At this stage, we would like to collect a few details from anyone interested in volunteering to help with the testing. Students and staff will be offered Lateral Flow Device (LFD) rapid tests which they administer themselves under supervision and which produce a result within 30 minutes.

Volunteers might offer support in:

- registering and distributing testing kits;
- preparing test samples;
- guiding and supervising swabbing as needed;
- processing of LFD test;
- processing results.

Training will be provided to all volunteers and PPE will be provided according to the role. The current plan is to offer training early next week.

In order to set the wheels in motion, please complete the following [Google Form](#) by midday on Sunday 3rd January. Thank you to those of you who have already expressed an interest and provided some information - please complete this form even though you have already kindly made contact with us.

Thank you for considering giving such valuable help at short notice. We will be in contact in due course.

Best wishes,

Steve Elphick