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12th March 2021

Dear Parent/Carer

We hope you are well and safe at this time.

### Home Testing

To support the college environment to stay safe for staff and students we are following government advice and moving toward **twice weekly** testing for students. We will continue to test students once per week on site in the College's Testing Centre. From Monday 15th March, students will be sent home with a pack of 3 test kits for you to start home testing **once per week**.

The guidance on using the Lateral Flow Test shows they are highly accurate when used 3-5 days apart. Therefore we are advising the following:

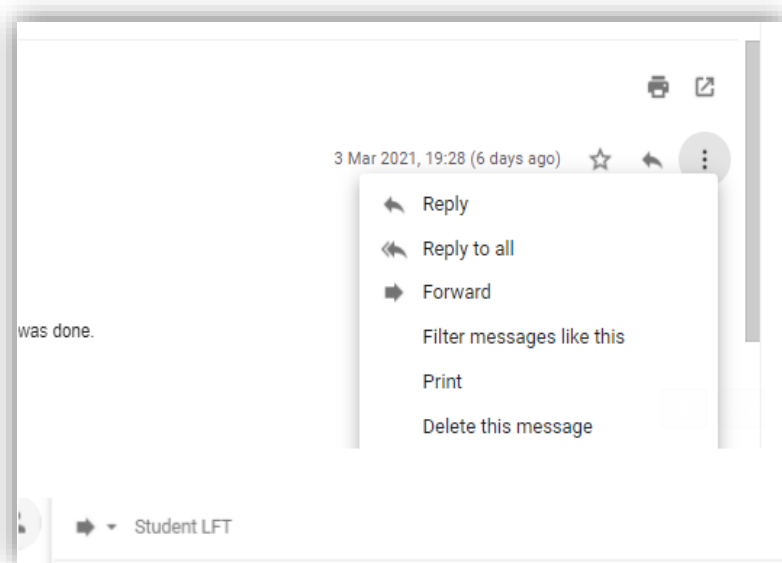
Weekly testing will continue for **Zone 1** students at College on Monday, therefore **Home Test on Thursday**.

Weekly testing will continue for **Zone 2, 3 and Pinewood students** at College on Tuesday, therefore **Home test on Friday**.

### Results

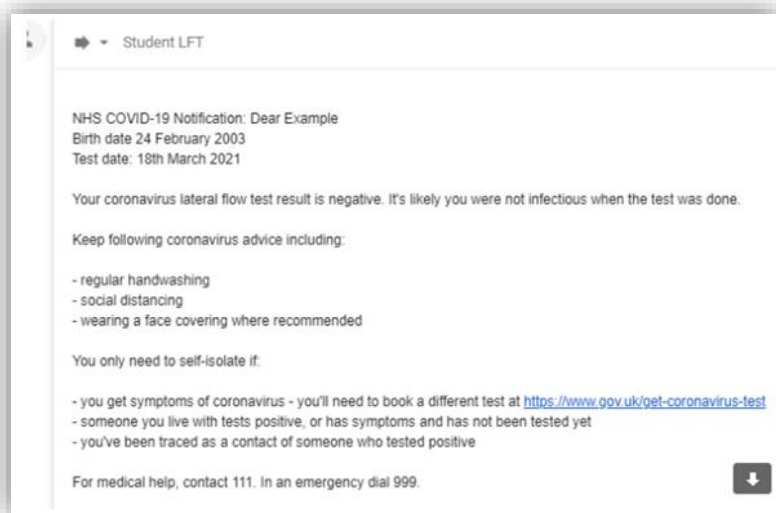
Once you complete the home test you will upload the results to the NHS app - this is explained in the booklet which comes with the Test. Once you receive the confirmation email you will '**FORWARD**' this email to the College on: [studentresult@qac.ac.uk](mailto:studentresult@qac.ac.uk)

### **How to Forward an email:**



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Select forward then add address [studentresult@gac.ac.uk](mailto:studentresult@gac.ac.uk)

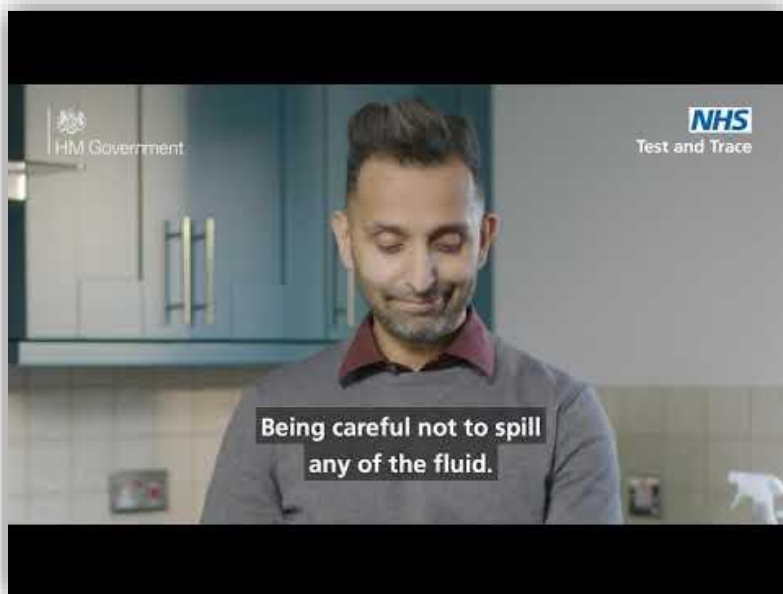


**If there is a positive test please immediately call the college on: 0121 428 5050**

### **How to take a Test**

You will need to follow the instructions in the kit carefully and create an area to do the test and set a timer on your phone to ensure you check the test 30mins after you complete it. We suggest getting into a weekly routine, as it's important not to eat or drink 30mins before a test.

We have created a QAC student friendly guide to testing in the storcise materials attached to support you. Before your first home test we encourage you to watch this: [www.gov.uk/covid19-self-test-help](https://www.gov.uk/covid19-self-test-help)



*We can also offer translations.*

QAC staff are now testing regularly at home, so if you have questions please speak to your son/daughter's Tutor in the first instance. They can offer support and advice on how simple the process is once you've completed it a few times. If you have specific support needs, we also have trained staff who can offer advice and guidance on swabbing or use of your phone to record the test, should you need.

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## **Not yet consented to Testing**

Even at this stage if you have not yet consented to home testing, we are encouraging all students to home test. If you are happy to complete this process we can supply a kit to you. Please complete the following form and return: <https://forms.gle/zQTaSay2Lgsofaz77>

Please note that if you have a clinical issue with the test these are the contact numbers below.

### **Individuals**

#### **Clinical issue**

If there is a clinical incident which led to or has potential for harm, participants are advised to report it on <https://coronavirusyellowcard.mhra.gov.uk>.

***This is not for seeking immediate medical care. Medical care should be sought through the usual route of contacting 111 or 999.***

#### **Non-clinical issue**

For incidents occurring at home, participants are advised to report any issues (something damaged, or missing or difficult to use in the kit, unable to log result etc.) to 119 in England, Wales, Northern Ireland and 0300 303 2713 for Scotland

#### **Inform the Education Setting**

Participants should inform their education setting about test-related problems, so that they can check if this is a wider issue.

Finally to ensure staff delivery of the test, we are requesting you return the slip below the day after you receive the test.

Yours Sincerely,

*C Wheatley*

Cara Wheatley  
Rapid Test Project Lead  
Queen Alexandra College

**Cut here ✂**-----

### **REPLY SLIP:**

**Zone** \_\_\_\_\_ Please return with your son/daughter to college so we know you have received your test.

I have safely received \_\_\_\_\_ **(student name)** today.

**Group:** \_\_\_\_\_ I understand that I will need to register the test online and report the outcome to the college on the following email address: [studentresult@gac.ac.uk](mailto:studentresult@gac.ac.uk)

**Signed:** \_\_\_\_\_ **(Parent/Guardian)**

**Date:** \_\_\_\_\_

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