

TO ALL SCHOOL/ELC STAFF

KMc/FR

20 December 2021

Dear Colleague,

***COVID-19 ASYMPTOMATIC TESTING PROGRAMME FOR SCHOOL/ELC STAFF AND PUPILS***

I am writing to let you know about some updates made to the process for handing out LFD test kits to Tayside Contracts' employees in school/ELC settings.

Following updated advice from Test and Protect, schools are now able to hand out test kits proactively to all employees to enable them to test twice-weekly at home and help keep our school/ELC setting safe. There is no longer a requirement for employees to "opt in" to the programme in order to receive or pick up test kits from school. This will bring the schools programme into line with arrangements in other testing programmes in society.

Testing remains voluntary. No-one is required to receive a pack of test kits if they do not wish to, and no-one is required to take LFD tests as a condition of attending school. However, **we are strongly encouraging all of our employees do so, and to record all results online**, in order to identify any infections early on and help prevent our staff and children from missing school during the winter period.

At the point at which employees are provided with test kits, they will be provided with information on the programme and privacy arrangements, for example through the use of information posters and a privacy notice. By taking a pack of test kits, reading the accompanying instructions, and testing at home, the person participating will be understood to have consented to taking part in this process.

Please do continue to do the following to help keep our school community safe:

- **Test regularly (twice a week) at home;** and
- **Report all results, whether positive negative or void, at [www.covidtest.scot](http://www.covidtest.scot) or by calling 119.**

Further information on LFD testing can be found at [www.nhsinform.scot](http://www.nhsinform.scot).

Yours sincerely

A handwritten signature in black ink, appearing to read 'F. Reilly'.

Frank Reilly  
Head of FM and Human Resources