



RHONDDA CYNON TAF

At Rhieni/Cynhalwyr  
sylw:

Gofynnwch Am:

Please Ask For:

Rhif Est:

Telephone N°:

Ffacs:

Fax:

E-bost:

E-Mail:

Cylichlythyr:

Circular:

Gaynor Davies

01443 744001

Fy Nghyf: GD / TM  
My Ref:

Eich Cyf:  
Your Ref:

Dyddiad: 28 Medi 2020  
Date:

Annwyl Riant/Gwarcheidwad/Cynhaliwr,

### Y NEWYDDION DIWEDDARAF YNGHYLCH COVID-19

Yn ystod y cyfnod ansicr a chythryblus yma, roeddwn i o'r farn y byddai'n ddefnyddiol esbonio sut rydyn ni i gyd yn gweithio gyda'n gilydd i leihau lledaeniad COVID-19 yn ein cymunedau. Mae arweinwyr a staff ein hysgolion yn gweithio'n galed i gadw pob plentyn yn ddiogel

- drwy weithredu cynlluniau iechyd a diogelwch COVID-19 yn gyson i leihau risgiau
- amseroedd gwahanol i grwpiau ddechrau a gorffen
- sicrhau hylendid dwylo ac anadlu effeithiol a safonau glanhau uchel mewn ysgolion
- cynnal grwpiau cyswllt yn yr ysgol lle bo hynny'n bosibl (grwpiau cyswllt maint dosbarth yn yr ysgolion cynradd; grwpiau cyswllt maint dosbarth, hanner blwyddyn neu flwyddyn ym mlynnyddoedd 7-9; grwpiau cyswllt maint grwpiau blwyddyn ym mlynnyddoedd 10-13)
- annog cadw pellter cymdeithasol lle mae hyn yn bosibl, gan gydnabod her cyflawni hyn mewn rhai lleoedd cyfyng e.e. lleoliadau ystafell ddosbarth
- argymhell yn gryf y dylai disgyblion oed uwchradd defnyddio gorchuddion wyneb mewn arosfannau bysiau, ar gludiant i'r ysgol ac mewn ardaloedd cyffredin/cymunedol
- cymryd camau yn syth os bydd unrhyw achosion o COVID-19 wedi'u cadarnhau neu wedi'u hamau, a sicrhau bod yr achosion sydd wedi'u cadarnhau a'u cysylltiadau agos yn hunanynysu'n syth
- defnyddio cyfarparu diogelu personol lle bo angen.

Mae gyda ni achosion o COVID-19 wedi'u cadarnhau mewn rhai o'n hysgolion. Does dim modd i ysgolion ddileu pob risg ond mae modd cymryd camau effeithiol i leihau'r risg o drosglwyddo'r feirws. Mae nifer yr achosion COVID-19 yn dal i fod yn gymharol isel ond mae angen eich cefnogaeth chi arnon ni i leihau lledaenu'r feirws. I gyflawni hyn, a oes modd i chi sicrhau bod eich plentyn

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Cyfarwyddwr Addysg a Gwasanaethau Cynhwysiant | Director of Education and Inclusion Services

#### **Dewiswch iaith a diwyg eich dogfen | Available in alternative formats and languages**

Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhowch wybod inni beth yw'ch dewis iaith e.e Cymraeg neu'n ddwyieithog. We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.



**MAE EICH DATA O BWYS** [www.rctcbc.gov.uk/diogeludata](http://www.rctcbc.gov.uk/diogeludata)  
**YOUR DATA MATTERS** [www.rctcbc.gov.uk/dataprotection](http://www.rctcbc.gov.uk/dataprotection)



- yn aros gartref os yw ef/hi neu unrhyw aelod o'r teulu yn arddangos symptomau COVID-19
- yn aros gartref os yw ef/hi neu unrhyw aelod uniongyrchol o'r teulu yn aros am ganlyniadau profion COVID-19
- hunanynysu pan fydd hyn yn ofynnol gan yr ysgol neu'r Gwasanaethau Orlhain Cysylltiadau
- yn gwisgo gorchudd wyneb wrth arosfannau bysiau, ar gludiant i'r ysgol neu mewn ardaloedd cymunedol yn yr ysgolion (disgyblion ysgol uwchradd)
- cerdded i'r ysgol lle bo hynny'n bosibl
- yn cael ei ollwng lle bo angen gan un rhiant/cynhaliwr yn unig a bod pellter cymdeithasol yn cael ei gynnal y tu allan i'r ysgol
- yn cerdded i'r ysgol ac o'r ysgol ar ei ben ei hun ac yn cynnal pellter cymdeithasol ar y daith, ac osgoi cerdded gyda grwpiau o ddisgyblion
- yn osgoi ymgasglu'n gymdeithasol gyda ffrindiau
- yn cymryd rhan mewn dysgu o bell gyda'r ysgolion wrth hunanynysu er mwyn sicrhau eu bod yn parhau gyda'u haddysg.

Mae'r Cyngor wedi cyngori ysgolion i ddilyn prosesau allweddol pan fydd achos wedi'i gadarnhau o COVID-19 yn yr ysgol. Mae'r prosesau yma'n cael eu llywio gan ganllawiau Llywodraeth Cymru ac Iechyd Cyhoeddus Cymru ac mae ysgolion yn cael eu cefnogi gan Wasanaethau Addysg a Chynhwysiant a Gwasanaethau Iechyd a Diogelwch y Cyhoedd y Cyngor er mwyn gwneud penderfyniadau cyflym a phriodol. Mae gwybodaeth hefyd yn cael ei rhannu gyda'r Gwasanaeth Orlhain Cysylltiadau Rhanbarthol ac Iechyd Cyhoeddus Cymru.

### **1. Achosion wedi'u cadarnhau o COVID-19**

Os amheuir bod gan eich plentyn symptomau COVID-19, bydd yn cael ei anfon adref o'r ysgol ar unwaith a'i gynghori i gael prawf. Bydd yr ysgol yn cysylltu â chi i drefnu casglu'r plentyn o'r ysgol, gan na ddylai'r plentyn deithio ar gludiant ysgol na thrafnidiaeth gyhoeddus. Os bydd eich plentyn chi'n profi'n bositif am COVID-19, rhaid iddo hunanynysu am 10 diwrnod o ddyddiad dechrau'r symptomau. Dylai gweddill eich cartref hunanynysu am 14 diwrnod. Bydd aelodau eraill y teulu ond yn gorfod trefnu cael prawf os ydyn nhw hefyd yn datblygu symptomau.

### **2. Cysylltiadau agos posibl**

Mae modd i bob unigolyn yn yr un dosbarth neu grŵp cyswllt â rhywun sydd wedi profi'n bositif am COVID-19 dderbyn llythyr gan yr ysgol yn eu cynghori i hunanynysu am gyfnod cychwynnol o 24 awr er mwyn caniatáu proses olrhain cysylltiadau manwl a threfnu glanhau'r dosbarthiadau'n drylwyr.

Byddwch chi'n cael gwybod gan yr ysgol o fewn y 24 awr wedi hynny os oes modd i'ch plentyn ddychwelyd i'r ysgol a dod â'r cyfnod hunanynysu i ben, neu gael gwybod os bydd angen iddo/iddi hunanynysu am 13 diwrnod arall. Caiff aelodau eraill eich aelwyd, gan gynnwys plant eraill, barhau â gweithgareddau arferol yn ystod y cyfnod yma o hunanynysu.

### **3. Cysylltiadau agos sydd wedi'u cadarnhau**

Os bydd achos wedi'i gadarnhau, mae'n bosibl bydd eich plentyn yn cael ei nodi, gan yr ysgol a/neu'r Garfan Orlhain Cysylltiadau Rhanbarthol, yn gyswllt agos ag achos sydd wedi'i gadarnhau yn dilyn adolygiad o wybodaeth yr ysgol. Bydd ysgolion yn gwneud eu gorau i nodi cysylltiadau agos yn seiliedig ar yr wybodaeth sydd ar gael iddynt. Os ydych

chi'n teimlo bod eich plentyn wedi bod yn mewn cyswllt agos ag achos ac nad yw wedi'i nodi fel un, cysylltwch â'ch ysgol ar frys. Dyw hi ddim bob amser yn bosibl i fod yn effro i'r holl ryngweithio rhwng pob plentyn ond bydd ysgolion yn gwneud asesiad cymesur yn seiliedig ar yr wybodaeth sydd ar gael.

Os yw'r broses Orlhain Cysylltiadau yn nodi bod eich plentyn yn gyswllt agos ag achos sydd wedi'i gadarnhau, byddwch yn derbyn cyngor ac arweiniad pellach yn ymwneud â hunanynysu.

Mae **cyswllt agos** yn cynnwys:

- unigolyn sydd wedi bod yn nes nag un metr atoch chi ac rydych chi wedi cael sgwrs wyneb yn wyneb â fe, wedi cyffwrdd â chroen yr unigolyn, mae'r unigolyn wedi peswch arnoch chi, neu mae wedi cael cyswllt o fath arall â chi o fewn un metr am funud neu fwy;
- unigolyn sydd wedi bod yn nes na 2 fetr atoch chi am fwy na 15 munud;
- unigolyn rydych chi wedi teithio mewn cerbyd gyda fe, neu wedi eistedd yn agos iddo ar drafnidiaeth gyhoeddus.

Mae modd i wisgo gorchudd wyneb leihau'r angen i gysylltiadau agos hunanynysu a dyna pam mae gwisgo masgiau wyneb ar fysiau ysgol ac ardaloedd cymunedol mor bwysig.

**Os nodir bod eich plentyn yn gyswllt agos ag achos, rhaid i'ch plentyn hunanynysu am 14 diwrnod a pheidio â dychwelyd i'r ysgol tan y dyddiad a roddir yn y llythyr a dderbyniwyd gan yr ysgol.** Y rheswm dros hyn yw y gall symptomau gymryd hyd at 14 i ddatblygu.

Yn ystod y cyfnod o hunanynysu, bydd gofyn i chi hefyd gadw llygad ar eich plentyn rhag ofn iddo/iddi ddatblygu unrhyw symptomau er mwyn i chi allu cael eu profi cyn gynted â phosibl os oes angen. **Mae symptomau COVID-19** yn cynnwys:

- tymheredd uchel (yn uwch na 37.8°C);
- peswch cyson, newydd; a/neu
- methu aroglu neu flasau neu unrhyw newid yn y synhwyrau yma.

Os yw'ch plentyn yn gyswllt agos ag achos, dyw hi ddim yn ofynnol i aelodau o deulu eich cartref hunanynysu. Serch hynny, dylen nhw ddilyn y canllawiau cadw pellter cymdeithasol cyffredinol yn ystod y cyfnod ynysu.

Os bydd unrhyw un yn eich aelwyd yn datblygu unrhyw un o'r symptomau yma, boed hynny'n symptomau ysgafn, mae angen iddo aros gartref (10 diwrnod ar gyfer y person sydd â symptomau a 14 diwrnod ar gyfer gweddill yr aelwyd), trefnu prawf cyn gynted ag sy'n bosibl a dilyn y canllawiau: <https://llyw.cymru/hunanynysu-canllawiau-aros-gartref-i-aelwydydd-coronafeirws-posibl>

Mae rhagor o fanylion **ar sut i wneud cais am brawf** ar gael yma: <https://llyw.cymru/gwneud-cais-i-gael-prawf-coronafeirws-covid-19> neu ffonio 119 am ddim rhwng 7am ac 11pm. Sicrhewch eich bod chi'n rhoi'r wybodaeth ddiweddaraf i ysgol eich plentyn.

Os bydd eich plentyn yn iach ar ddiwedd y cyfnod hunanynysu, caiff ddychwelyd i'r ysgol. Caiff aelodau eraill eich aelwyd, gan gynnwys plant eraill, barhau â gweithgareddau arferol

ar yr amod nad yw'ch plentyn yn datblygu symptomau yn ystod y cyfnod hunanynysu. Mae modd gweld rhagor o wybodaeth am y Coronafeirws ar wefan y Cyngor: <https://www.rctcbc.gov.uk>.

Mae'r broses o **brofi ac olrhain cysylltiadau** yn rhan o'r arfer newydd lle mae'n ofynnol i ysgolion a lleoliadau ddilyn y canllawiau'n ofalus. Mae modd gweld yr wybodaeth ddiweddaraf am brofi ac olrhain y Coronafeirws ar wefan Llywodraeth Cymru: <https://llyw.cymru/leoliadau-addysg-profi-ac-olrhain-cysylltiadau-y-coronafeirws>.

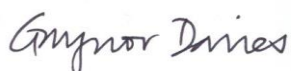
Bydd ysgolion yn aros ar agor i'r holl ddisgyblion eraill nad ydyn nhw'n gysylltiadau agos ag achos sydd wedi'i gadarnhau. Bydd ysgolion yn parhau i ddilyn canllawiau a chynlluniau asesu risg i sicrhau bod yr holl blant a staff yn aros yn ddiogel.

Ynghlwm mae dau ganllaw hawdd eu defnyddio ar gyfer rhieni a chynhalwyr.

Rydw i'n gwerthfawrogi ei bod hi'n gyfnod llawn pryder, a bydd yr ysgol a'r Cyngor yn darparu cefnogaeth ac arweiniad os bydd eu hangen. Os oes angen rhagor o wybodaeth arnoch chi, ewch i wefan y Cyngor i gael yr wybodaeth ddiweddaraf ar reoli COVID-19, neu os oes angen rhagor o gyngor meddygol arnoch chi, cysylltwch â 111 neu'r meddyg teulu.

Diolch ymlaen llaw am barhau i roi'ch cefnogaeth.

Yn gywir,



**Cyfarwyddwr Addysg a Gwasanaethau Cynhwysiant**



**RHONDDA CYNON TAF**

To: Parents/Carers

**Gofynnwch Am:**

**Please Ask For:**

**Rhif Est:**

**Telephone N°:**

**Ffacs:**

**Fax:**

**E-Bost:**

**E-Mail:**

**Cylichlythyr:**

**Circular:**

Gaynor Davies

01443 744001

Fy nghyf: GD/TM  
My Ref:

Eich Cyf: Your Ref:

Dyddiad: 28<sup>th</sup> September 2020  
Date:

Dear Parent/Carer,

### **COVID-19 UPDATE**

In these uncertain and unsettling times, I thought it would be helpful to highlight how we are all working together to minimise the spread of COVID-19 in our communities. Our school leaders and staff are working hard to keep our child/ren safe by

- consistently implementing their COVID-19 health and safety plans to minimise risks
- staggering start and finish times
- ensuring effective hand and respiratory hygiene and high cleaning standards in schools
- maintaining discrete contact groups in school where possible (class size contact groups at primary level; class, half-year or year group size contact groups in years 7-9; year group size contact groups in years 10-13)
- encouraging social distancing where this is possible, whilst acknowledging the challenges of achieving this in some confined spaces, e.g. classroom settings
- strongly recommending the use of face coverings for secondary age pupils at bus stops, on school transport and in communal areas
- taking swift action in the event of any confirmed or suspected cases of COVID-19 and ensuring self-isolation of confirmed and close contacts at the earliest opportunity
- using personal protective equipment where this is needed.

We now have confirmed COVID-19 cases in some of our schools. Schools cannot completely eradicate risks but they can take effective actions to minimise transmission risks. Numbers of COVID-19 cases are still relatively small but we need your support in minimising the spread. To achieve this, can you please ensure that your child

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- does not come to school if s/he and any family members display signs of COVID-19
- does not come in to schools if s/he or any immediate family members are awaiting any test results for COVID-19
- self-isolates when this required by the school or Contact Tracing Services
- wears a face covering at bus stops, on school transport or in communal areas in schools if in secondary education
- walks to school where possible
- is dropped off where required by one parent/carer only and that social distancing is maintained outside the school
- does not walk to and from school with groups of learners and maintains social distance on the journey
- avoids social gatherings with friends
- engages in distance learning with the schools when self-isolating to ensure continuity in learning.

The Council has advised schools to follow key processes when there is a confirmed case of COVID-19 in school. These processes are informed by Welsh Government and Public Health Wales guidance and schools are supported by the Council's Education and Inclusion and Public Health and Protection Services to make swift and appropriate decisions. Information is also shared with the Regional Contact Tracing Service and Public Health Wales.

### 1. **Positive cases**

If your child is suspected of having COVID-19 symptoms, they will immediately be sent home from school and advised to get a test. The school will contact you to arrange their collection from school as they should not travel on school or public transport. In the event of your child testing positive for COVID-19, they must self-isolate for 10 days from the date of onset of symptoms. The rest of your household should self-isolate for 14 days. Other household members of close contacts will only need to get a test if they themselves develop symptoms.

### 2. **Potential close contacts**

All individuals in the same class or contact group as someone who has tested positive for COVID-19 may receive a letter from the school advising them to self-isolate for an initial 24 hour period to allow for in-depth contact tracing and deep cleaning to be undertaken. You will be notified, by the school, within the following 24 hours whether your child can return to school and stop self-isolating, or whether they need to self-isolate for a further 13 day period. Other members of your household including other children can continue normal activities during this self-isolation period.

### 3. **Confirmed close contacts**

In the event of a confirmed case, your child may be identified as a close contact of a confirmed case by the school and/or the Regional Contact Tracing Service following a review of school based information. Schools will do their best to identify close contacts based on the knowledge that is available to them. If you feel that your child has been a close contact and has not been identified as one, please make urgent contact with your school. As I am sure you will appreciate it is not always possible to be aware of every single interaction between every single child but schools will make a proportionate assessment based on the information available to them.

If the Contact Tracing process identifies that your child is a close contact of a confirmed case, further advice and guidance relating to self-isolation will be given.

A **close contact** is:

- someone within 1 metre of you with whom you have had a face-to-face conversation, had skin-to-skin physical contact, you have coughed on, or been on other forms of contact within 1 metre for 1 minute or longer;
- someone within 2 metres of you for more than 15 minutes;
- someone you have travelled in a vehicle with, or seated near you in public transport.

The wearing of a face covering can reduce the need for close contacts to self-isolate which is why the wearing of face masks on school buses and communal areas is so important.

**If your child is identified as a close contact, your child must self-isolate for 14 days and not return to school until the date given in the letter received from the school.** This is because it can take up to 14 days for the symptoms to develop.

During the period of self-isolation, you will also be required to monitor your child for any symptoms so that you get them tested as soon as possible if needed. **Symptoms of COVID-19** include:

- fever (greater than 37.8°C);
- new persistent/continuous cough; and/or
- loss or change in sense of taste or smell.

If your child is a close contact, members of your household family are not required to self-isolate but should follow the general social distancing guidance during the isolation period. However, if anyone in your household develops any of these symptoms, however mild, they need to stay at home (10 days for the person with symptoms and 14 days for the rest of the household), seek a test as soon as possible and follow the guidance at <https://gov.wales/self-isolation-stay-home-guidance-households-possible-coronavirus>.

Further detail on **how to apply for a test** is provided at <https://gov.wales/apply-coronavirus-covid-19-test> or simply call the free phone number 119 between the hours of 7am to 11pm. Please make sure you keep your child's school informed.

If your child is well at the end of this period of self-isolation, they can then return to school. Other members of your household including other children can continue normal activities provided your child does not develop symptoms within the self-isolation period. Further information on Coronavirus can be found on the Council's website at <https://www.rctcbc.gov.uk>.

The process of **testing and contact tracing** is part of the 'new normal' where schools and settings are required to follow these guidelines carefully. The latest information on Coronavirus testing and tracing can be found on the Welsh Government's website on <https://gov.wales/education-settings-coronavirus-testing-and-contact-tracing-guidance>.

Please note that schools will remain open for all other pupils who are not close contacts with a confirmed case. Schools will continue to follow guidelines and risk assessment plans to ensure that all children and staff remain safe.

Attached are two user friendly guides for parents and carers.

I appreciate that this is a concerning time and the school and the Council will provide support and guidance if required. If you require further information, please check the Council website for updated information on managing COVID-19, or if you require medical advice please contact 111 or your general practitioner.

Thank you in anticipation of your continued support.

Yours sincerely,

A handwritten signature in cursive script that reads "Gwynor Davies".

**Director of Education and Inclusion Services**