

17 June 2021

Dear parents and carers

Surge Kit Instructions

Further to the letter from Public Health Slough Council and Stuart Lines East Berkshire DPH, you will be aware surge testing is starting in the borough.

Starting on 18 June, you can expect that your child will be given a PCR home test kit by your school which they will bring home to complete.

When your child brings the test home, could you ensure that the test is completed as soon as possible on the day/evening it is received and **returned to school the next day for collection.**

There are clear instructions inside the test kit pack your child receives on how to complete the test.

Remember, you will need to register the test to get the test results. **Please do not follow the instructions for registering a test in the step-by-step guide that is contained within the box.** The instructions to register the test are as follows.

1. Visit <https://test-for-coronavirus.service.gov.uk/register-kit>
2. Follow the instructions on screen until you get to this page:

Enter the unique test kit barcode

If you have a home test kit, use the camera on your phone or computer to scan one of the identical barcodes on the plastic tube, plastic bag and return box.

Or you can manually enter the 11 character reference below the barcode.

If you're using a home test kit, you'll find the identical barcodes inside the home test kit, either attached to the plastic vial, biohazard bag and return box or loose for you to stick on yourself (please read instructions).

These are different from your pre-paid Royal Mail return package barcode on your box.

[▶ What does the barcode look like?](#)

Scan barcode

Test kit barcode reference

Confirm test kit barcode reference

Continue

3. You will need to enter or scan the 11-character test kit barcode on the box (which can also be found on the vial and the front of the step by step guide)
4. Continue to follow the on-screen instructions until you reach the following screen:

Enter the Royal Mail barcode

Use your phone or computer's camera to scan the unique Royal Mail barcode in the home test kit.

This appears on the right-hand side of the label. Do not scan the QR code, which is on the left.

The Royal Mail barcode is also different from the home test kit barcode.

You can also manually enter the 13 character reference below the barcode.

▶ [What does the barcode look like?](#)

Scan barcode

Royal Mail barcode reference

For example, AA 1234 5678 9AA

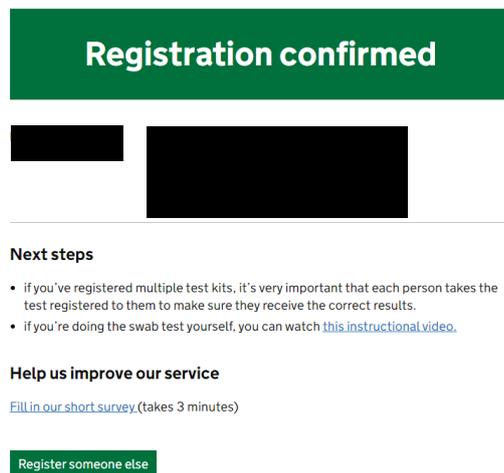
Confirm Royal Mail barcode reference

Continue

[I do not know my Royal Mail barcode](#)

5. Click on “I do not know my Royal Mail barcode”

6. Continue to follow instructions on screen until you reach the page that asks you to save and continue. You will then see the following confirmation on your screen:



Registration confirmed

Next steps

- if you've registered multiple test kits, it's very important that each person takes the test registered to them to make sure they receive the correct results.
- if you're doing the swab test yourself, you can watch [this instructional video](#).

Help us improve our service

[Fill in our short survey](#) (takes 3 minutes)

Register someone else

7. You will receive your test result via text message and/or email to the number or email address you used to register the test.

When the test is done, please package it up ready for return to your school. **It DOES NOT need to go into the pre-paid postal outer that comes with the test, it can just be sealed in the bag provided.**

Please DO NOT post your completed tests in Royal Mail post boxes. Return them to your school.

Thank you for your help in taking the test and helping to protect your community.

Yours faithfully,

Bracknell Forest Council Covid Response Team