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Information for Parents regarding COVID19 Contact Tracing over the Christmas Holiday period

11th December 2020

Dear Parents and Carers,

There are two parts to this letter:

1. Information about our whole school closure (2 days)
2. Information about what to do if your child develops COVID19 symptoms within 48 hours of being in school

1. Information about our whole school closure (2 days)

Following DfE and guidance from county we have opted to have **Friday 18th December and Monday 4th January as additional inset days**. This is to ensure the safety of all of our school community. It will mean that the 6 day window that schools are requested to be available for contact tracing activity will end on 23rd December.

We appreciate that this is short notice but the health and safety of all of us is paramount and we want to give our children every chance of enjoying a healthy Christmas with their families.

As a school we have been lucky enough to have already enjoyed our Christmas dinner together and to have made our Christingles. We have enjoyed listening to Christmas stories and have produced our own version of the 'Merry Christmas' song.

We are working hard with the PTA and 'you know who' to see if we can rearrange his end of term visit.

To clarify:

Thursday 17th December 2020 will now be the last day of our school term. Please enjoy Friday 18th with your children and make the most of the run up to Christmas. There is no expectation for your child to do any school work on this day. If you would like work to be set for your child for this day please contact the school office by Monday 14th December.

Monday 4th January 2021 will now be an additional inset day. This is a remote learning day. Children will be given a pack of activities to do during this day (sent home with them on Thursday) Please encourage your child to take part in these and to be prepared to talk



about them when they arrive in school on the following Tuesday. Staff will be in school on Monday if you have any queries.

2) Information about what to do if your child develops COVID19 symptoms within 48 hours of being in school

In this section I am going to clarify the expectations around reporting cases of COVID19 and undertaking contact tracing over the Christmas holiday period.

As you know schools have played a vital role in reducing the spread of COVID19 over the last 9 months. One way in which they have done this is by undertaking contact tracing on behalf of the Essex Contact Tracing team. We identify any individuals who have been in close contact at school with someone who has tested positive for COVID19, during the time that is considered the contagious period. This is from 2 days before the person's symptoms are displayed. Those individuals are then required to self-isolate for 14 days because they are at risk of having contracted COVID19 and being contagious themselves.

This contact tracing will not be taking place in the usual way during the Christmas break when schools are closed and there is less chance of school-based contacts existing.

Please follow the guidance below if your child begins to show symptoms of COVID19 during the Christmas break.

If your child develops symptoms of COVID19 within 48 hours of being in school

You must seek a test for your child and the household must isolate at home until the test result is returned. You should let us know at school that this has occurred.

The quickest way to obtain a test is to book a test at your local testing centre via <https://www.gov.uk/get-coronavirus-test>. Please do not use postal tests unless absolutely necessary as these take longer.

If the test result is positive for COVID19, you must inform us at school and we will identify if there are any other individuals within the school community who are impacted by this.

If the test result is negative, you should inform us and you do not need to take any further action.

How you should contact us at school:

Mrs Dodd on 07957115718 or Mr Hicks or 07880942084 between the hours of 10am and 2pm. The 6 day window runs until Wednesday 23rd December 2020. Please also send an email to head@woodhamwalter.essex.sch.uk or clethbridge@woodhamwalter.essex.sch.uk providing the following:

-name, contact details, date of symptoms starting and let us know of any additional advice that you have been given by 111 (nhs helpline) and/or 119 (COVID19 test results)

If your child develops symptoms of COVID19 more than 48 hours after their last day in school

You must seek a test for your child and the household must isolate at home until the test result is returned.

If the test result is positive for COVID-19, having developed symptoms more than 48 hours since being in school, (**Sunday 20th Dec onwards**) you must contact NHS Test and Trace and follow the advice given by them: www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/

You should contact us at school if your child will be absent, in time for the first day of the new term.

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name, contact details, date of symptoms starting and let us know of any additional advice that you have been given by 111 (nhs helpline) and/or 119 (COVID19 test results)

If your child has **no symptoms of COVID19 but tests positive within 48 hours of being in school**

It is important to follow the guidance around accessing a test only when the individual is showing signs of COVID19. However, if your child is asymptomatic and returns a positive test result within 48 hours of last being in school, please let us know at school straight away.

How you should contact us at school:

Mrs Dodd on 07957115718 or Mr Hicks on 07880942084 between the hours of 10am and 2pm. The 6 day window runs until Wednesday 23rd December 2020. Please also send an email to head@woodhamwalter.essex.sch.uk or clethbridge@woodhamwalter.essex.sch.uk providing the following:

name, contact details, date of symptoms starting and let us know of any additional advice that you have been given by 111 (nhs helpline) and/or 119 (COVID19 test results)

If you are contacted by us at school because your child is identified as a close contact of someone who has tested positive for COVID19, they must self-isolate for 14 days.

I would encourage you to adhere to social distancing and all COVID19 social mixing guidance for the remainder of term to reduce the risk of transmission of the virus as the last thing we want is anyone being unwell or required to self-isolate over the holiday period.

We appreciate that this may seem confusing.

Thank you for your cooperation and ongoing support.

Yours sincerely

Mrs Sue Dodd

Head teacher

Mr Geoff Hicks

Chair of Governors