

Winhills Primary Academy

Part of The Diamond Learning Partnership Trust

Established in the Queen's Jubilee Year 2012

Off Duck Lane, St Neots, Cambridgeshire PE19 2DX
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Executive Headteacher: Mrs Susannah Connell BSc MA (Ed Mgt) NPQH
Head of School: Mr John Turner BSc PGCE

Important Covid-19 Information Update

14th December 2020

Dear Parent/Carer,

You may have seen in the media recently the Department for Education's (DfE) announcement that schools are permitted to make Friday 18th December a 'non-teaching' day. I am writing to reassure you that we will not be amending our term dates or our scheduled INSET days at any point during this academic year as we recognise the significant knock on effect this will have on families. This means our last day of term for pupils will remain, Friday 18th December.

We will still ensure that we are contactable via email if there is a positive case over the weekend leading up to Christmas. The Government's published guidance is a little unclear as to how educational settings will fulfil this requirement, and therefore I will try to clarify how we will as a school manage this commitment between the end of term and Christmas Eve. Below is an extract from the DfE guidance and a summary table the school has devised as to how this specifically relates to our school:

- *Where a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms more than 48 hours since being in school, the school should not be contacted. Parents and carers should follow contact tracing instructions provided by NHS Test and Trace.*
- *For the first 6 days after teaching ends, if a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms within 48 hours of being in school, the school is asked to assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in school.*
- *School staff are not asked to remain on-call or conduct any contact tracing more than 6 days after the final day of teaching. Where a school's last teaching day is on Thursday 17 December, there should be no pupil contact tracing asks beyond Wednesday 23 December.*

(Department for Education Guidance,
December 2020)

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To clarify this, I have summarised this information for our school in this table:

Symptoms began on (or date of positive test if asymptomatic)	Between Monday 14 th – Friday 18 th December	Saturday 19 th December	Sunday 20 th December	Monday 21 st December – Monday 4 th January
Action Required	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact. Notified individuals will have to self-isolate for 10 days	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact on Thursday 17 th and Friday 18 th December. Notified individuals will have to self-isolate for 10 days	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact on Friday 18 th December. Notified individuals will have to self-isolate for 10 days	Unless testing was delayed following onset of symptoms, case was not in setting and therefore there is no need to contact school.
	Please email enquires@winhills.cambs.sch.uk or office@winhills.cambs.sch.uk in the event of a confirmed case between the close of school on Friday 18th December and Monday 21st December .			
Parental Responsibility	Parents to notify close contact family and friends and follow advice as per NHS Covid-19 guidelines http://www.nhs.uk/conditions/coronavirus-covid-19/			

In order to ensure these arrangements work effectively and minimise the risk of compromising families' Christmas break, please adhere to the following:

- Parents to seek tests via testing centres rather than via postal tests as this can significantly delay confirmation of results. Results are normally forthcoming in 24 hours via test centres.
- Parents to notify school if children have symptoms after schools close (as outlined above) – even when waiting for a test result, families can be advised to take necessary steps whilst awaiting confirmation.
- So as to minimise the risk of infection within school (and the wider community) please ensure you continue to adhere to social distancing protocol.

The school Contact Trace email is as follows: enquiries@winhills.cambs.sch.uk or office@winhills.cambs.sch.uk

If there is anything you are at all unsure about regarding these arrangements, please contact the school before the end of term.

Kind regards



Mr John Turner

Head of School

Winhills Primary Academy (Part of The DLPT)