



St Matthew's Bloxam C of E Primary School

Headteacher – Mrs Anita Timson: BEd (Hons), NPQH
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"Let Your Light Shine"

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10th December 2020

Dear parents, carers and members of staff,

Please read this important information regarding Coronavirus and the Christmas holidays.

When you need to contact school

You should contact school within the first 6 days of the Christmas holidays (Friday 18th December – Wednesday 23rd December) **IF** a pupil or member of staff tests positive for Coronavirus **AND** developed symptoms with 48 hours of being in school (symptoms appeared between Friday 18th December and Sunday 20th December).

In this instance, you should send an email to admin3213@welearn365.com with as much information as you can provide; name, class, when symptoms appeared, when tested, when the positive result was received. School will then contact all members of that bubble, via email, and advise self-isolation for a 14 day period as the individual may have been infectious in school.

When you should not contact school

If a pupil or member of staff tests positive for Coronavirus but developed symptoms after Sunday 20th December, school **should not be contacted**. Adults should follow the contact tracing instruction provided by NHS Test and Trace

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youre-contacted-after-testing-positive-for-coronavirus/>

I cannot stress enough how important it is that this guidance is followed to ensure that we play our part in stopping the spread of the disease. Please ensure that you check your emails daily. If there is a problem with checking emails, please advise the school office and alternative contact arrangements can be made.

Yours sincerely,

Anita Timson

Headteacher