



# Wheatcroft Primary School



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17<sup>th</sup> December 2020

## COVID Information – Christmas Holiday Period

Dear Parents, Carers and Staff,

As you may have seen in the news, the Government have asked that schools monitor any cases of COVID-19 in the school community during the Christmas holidays.

If a pupil or staff member tests positive for COVID-19 having developed symptoms **within 48 hours** of finishing at school (ie: between Friday 18<sup>th</sup> December and Sunday 20<sup>th</sup> December) then the school should be contacted so that close contacts can be made aware of the need to self-isolate.

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 (ie: until 24<sup>th</sup> December), 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.

Where pupils are required to self-isolate due to contact with a positive case after the first 6 days following the end of term, schools do not need to be informed about their absence until Monday 4<sup>th</sup> January.

Please alert us of any **confirmed positive cases** of COVID-19 in the children or staff via this email **ONLY**. This is the only email address that will be monitored during the Christmas holidays:

[covid@wheatcroft.herts.sch.uk](mailto:covid@wheatcroft.herts.sch.uk)

If we are alerted to a case of COVID-19, the close contacts of the case will be advised by letter to self-isolate for 14 days with either the first day of symptoms, or if asymptomatic, 48 hours before the test, as day 0.

Kind Regards

*Mrs D Miller*

Headteacher



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The information you will need to share with us about the person who has tested positive is:

|  |  |
|--|--|
| Name:  |  |
| DOB:   |  |
| Student or staff:  |  |
| Year group:  |  |
| Is the case symptomatic:                                 |  |
| Date of onset of symptoms (if symptomatic):              |  |
| Date of test:  |  |
| Last date in school:                                     |  |
| Breakfast club or after school club:                     |  |
| Any other clubs:   |  |
| Any siblings at Wheatcroft:                              |  |
| Anyone in the household confirmed:                       |  |
| Attended any social gatherings during infectious period: |  |
| Mode of transport to school:                             |  |

Please complete the table and send with the email. This is the information that we need to provide to PHE (Public Health England) and HCC (Herts County Council).

Please also provide a telephone number where you can be reached if any details need to be confirmed.