



Spalding Parish Church of England Day School

16th December 2020

Dear Parents/Carers,

Reporting a Positive Case during the Christmas Break

Firstly, I would like to thank our parents/carers for their continued support throughout the current pandemic. Your support in adhering to the guidance in place has been and will continue to be essential for us to be able to continue to keep the school safe and open in such challenging times.

I am writing with some further information about the government and school approach to reporting confirmed cases of COVID-19 in the school community during the holiday. Please can I ask you to read the details below and store the letter in case you need it during the first part of the school holiday.

Procedure for a reporting positive COVID-19 test – 18th to 23rd December with symptoms displayed on 17th to 19th December:

From the 18th December until 23rd December, if a pupil tests positive for coronavirus (COVID-19), having developed symptoms within 48 hours of being in school, so up until and including 19th December, the school has been asked to assist in identifying close contacts and advising self-isolation, as the child may have been infectious whilst in school. The Trust are always notified of a positive case and, as such, will be the first port of call for reporting a positive case during the holiday period.

Should you need to report a positive case during this period, please email leanne@laat.co.uk with:

Child's Full Name:

Date of Birth:

Class:

School:

The positive test result:

The date they developed symptoms.

Please do not phone the school as phone lines will not be monitored.

Procedure for a reporting positive COVID-19 test – 18th to 23rd December with symptoms displayed from 20th December onwards:

Where a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms more than 48 hours since being in school, so from 20th December onwards, the school should not be contacted. Parents and carers should follow contact tracing instructions provided by NHS Test and Trace.



Clay Lake, Spalding, Lincolnshire, PE11 2QG

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enquiries@spaldingparish.lincs.sch.uk

www.spaldingparish.lincs.sch.uk

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Head Teacher: Diane Mulley

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 the first day of the new term.

To reassure parents the above email address will be monitored throughout the period up until 23rd December and we will take action if we are advised of a positive test in the school community. We will continue to use Wisepay to inform parents of any updates that may affect them over this period of time.

Kind Regards,

Diane Mulley
Head Teacher



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