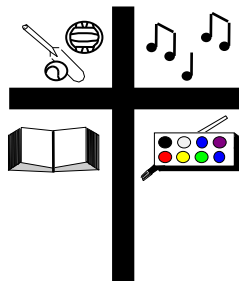


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**Crowton Christ Church C of E
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Kingsley Road
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CW8 2RW**

we **A**chieve, we **B**elieve, we **C**are

9th December 2020

Dear parents,

You may have heard the Department for Education announcement on the news yesterday which advised schools that they may wish to use Friday 18th December as an INSET day.

Public Health England and schools have agreed a 6-day window after the final day of teaching in which schools are asked to remain contactable, so that they can assist with contact tracing where necessary. This will allow enough time for positive coronavirus (COVID-19) cases to be identified and confirmed by a test and for the relevant contacts in the school to be traced.

I have taken advice from our Governors in respect of the announcement and we have decided to make Friday 18th December an INSET day, as per the Department for Education guidance. We recognise that this communication has arrived with schools late in the term and we can only apologise for the short notice.

In changing Friday 18th December to an INSET day, this now allows the agreed 6-day window where school staff are to remain on-call to finish on 23rd December, instead of Christmas Eve. This also means that there is now a whole week where families can isolate before meeting with other family members on Christmas Day, which reduces the risk of transmitting the virus further.

As always, I remain available during the term for parents to notify me of any positive cases. In addition, from 18th to the 23rd December, I will also be available **via email** for notification of positive cases, where I will implement the Track and Trace process, in conjunction with Public Health England. For this purpose, you may contact me on my school email address: head@crowton.cheshire.sch.uk.

Please be aware of the relevant arrangements regarding positive cases in the 6-day window:

- For the first 6 days after 17th December, if a pupil or staff member tests positive for COVID-19, having developed symptoms within 48 hours of being in school, the school will assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in 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.
- School staff will no longer remain on-call or conduct any contact tracing more than 6 days after the final day of teaching. As our last teaching day is now Thursday 17th December, there will be no pupil contact tracing by school beyond Wednesday 23rd December.
- 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.

We will inform parents next term where we will make up the extra day's teaching in the academic year. Once again, I do apologise for the short notice but I hope that this extra day before Christmas will bring your family Christmas cheer.

Yours sincerely,

Miss Heather Bettley
Head teacher

