

16th December 2020

Dear Parent/Carer

### **Reporting of Covid-19 cases during the Christmas Holiday**

Our final day of term is Thursday 17th December and we hope to see as many pupils in Years 10 and 11 attending until this day if they have not been asked to isolate.

As you will be aware, we have been operating a contact tracing system in the school since September which has enabled us to identify any pupils or staff who have been in close contact with someone who has tested positive. We will continue to run this process during the first few days of the holiday as those who have been in close contact with recently confirmed cases will still need to be informed so that they can isolate.

Therefore if you receive a positive test result for your child between **Friday 18th and Wednesday 23rd December**, please email [FASecondaryattendance@turnerschools.com](mailto:FASecondaryattendance@turnerschools.com) will the following information:

- Name and year group of your child
- Date of test result
- Date that symptoms were first displayed
- Last date that your child was in school
- Names of any friends that your child mixes with socially
- Contact telephone number

We will be monitoring emails between 8.00am and 10.00am each day, any emails received after this time will be actioned the following day.

We will be informing parents via email with the relevant isolation information should their child be identified as a close contact.

If your child tests positive after 23rd December please still let us know, however we will not need to take any action in terms of identifying close contacts.

I do hope that none of these arrangements prove necessary and you all have a safe and relaxing holiday.

If you have any further questions then please do not hesitate to contact me.

Yours sincerely

Mr S Shaw