

11th December 2020

Dear Parent/Carer,

Thank you for your continued support over the last few months. It has been a very difficult time for everyone, and your support has been greatly appreciated by all our staff.

As a Trust we have agreed that our academies will close on their agreed terms date which is the 18th December 2020. However, due to the on-going pandemic and to support the government Track and Trace system the following measures will be in place during these holidays in line with Department for Education guidance:

- *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, if a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms within 48 hours of being in school, the school can be contacted to assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in school.*
[The school can be contacted via email - office@ellistonprimary.co.uk](mailto:office@ellistonprimary.co.uk) or **TEXT ONLY to the school mobile - 07716640340.**
- *School staff will not remain on-call or conduct any contact tracing more than 6 days after the final day of teaching. Where schools last teaching day is on Friday 18th December, no coronavirus contact tracing will be expected of school staff beyond Thursday 24 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.*

I hope this letter clarifies the Trust's position during this period and I would like to wish you all a very Merry Christmas.

Yours,

Darren Holmes

Darren Holmes
Chief Executive Office