



HIGHFIELD LITTLEPORT ACADEMY

An Active Learning Trust School

Executive Headteacher: Simon Bainbridge
Head of School: Yvonne Skillern

10th Dec 2020

Important Covid-19 Information Update

Dear Parent/Carer,

You may have seen in the media recently the Department for Education's (DfE) announcement that schools are permitted to make Friday 18th December a 'non-teaching' day. I am writing to say that we will **not** be amending our term dates or our scheduled training days at any point during this academic year as we recognise the significant knock on effect this will have on families. This means our last day of term for pupils will remain as Friday 18th December.

This does not in any way compromise our commitment to our contact tracing commitments as a school, and below we have laid out how we will support Track and Trace over the Christmas period.

In order to ensure these arrangements work effectively and minimise the risk of compromising families' Christmas breaks, please do follow these bullet points:

- Parents/carers to seek tests via testing centres rather than via postal tests as this can significantly delay confirmation of results. Results are normally back in 24 hours via test centres.
- Parents/carers to notify school if children have symptoms after schools close (as outlined in the following table) – even when waiting for a test result, families can be advised to take necessary steps whilst awaiting confirmation.
- So as to minimise the risk of infection within school (and the wider community) please ensure you continue to adhere to social distancing protocols.

If there is anything you are at all unsure about regarding these arrangements please contact the school before the end of term.

Many thanks, I wish you a happy and safe Christmas. See you in the new year!

Simon Bainbridge
Executive Head

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www.highfieldlittleport.org



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Symptoms began on (or date of positive test if asymptomatic)	Between Monday 14 th – Friday 18 th December	Saturday 19 th December	Sunday 20 th December – Thursday 24 th December	Friday 25 th December – Monday 4 th January
Action Required	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact. Notified individuals will have to self-isolate for 14 days	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact on Thursday 17 th and Friday 18 th December. Notified individuals will have to self-isolate for 14 days	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact on Friday 18 th December. Notified individuals will have to self-isolate for 14 days	Case was not in setting and therefore there is no need to contact school. Follow advice from NHS Covid-19 guidelines
Please contact the school according to the table above in the event of a confirmed case between the close of school on Friday 18th December and Thursday 24th December office@highfieldlittleport.org This email account will be monitored between 9 and 5 daily, please do not expect a reply outside these hours				
Parental Responsibility	Parents to notify close contact family and friends and follow advice as per NHS Covid-19 guidelines http://www.nhs.uk/conditions/coronavirus-covid-19/			

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