



Willow Lane Community Primary School  
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Headteacher: Mel MacKinnon

14<sup>th</sup> December 2020

Dear mums, dads and carers,

### **RE: End of Term Arrangements linked to Covid-19**

Following recent government updates, please familiarise yourselves with these questions and answers.

#### **a) When does school end?**

You will be aware that last week the DfE stated that...

*We know that school staff have worked tirelessly over the last term. This has included their important role in contact tracing, to help in the national effort to limit the spread of the virus. We are aware that this has led to additional work over weekends and holidays and we are incredibly grateful for this.*

I would like to take this opportunity to thank our entire staff for their work and commitment and to also thank you, our community, for supporting us with the new necessary procedures and systems.

The government update went on to state that schools would be involved in test and trace for six days after the end of term and also suggested that schools might consider using this Friday as an INSET.

INSET days are planned in advance for staff training to help children in our school. Schools already have the capacity to move them if they need to. An additional INSET day this term would mean one less next term and children coming back to school on the 4<sup>th</sup> January rather than the 5<sup>th</sup>. Parents are also put in a difficult situation if change is given at short notice. For these reasons, the end of term will continue to be at **2pm on Friday 18<sup>th</sup> December**.

#### **b) What happens if someone (child or adult) in a bubble develops symptoms after the end of term?**

If a child or staff member develops symptoms **before 3:30pm on Sunday 20<sup>th</sup> December** and needs to have a test, school should be informed immediately ([head@willow.lancs.sch.uk](mailto:head@willow.lancs.sch.uk)) so that we know that we are awaiting the test result and can act on this if necessary. If the school is informed of a member of staff or child with a positive result, the school must identify those in close contact and inform them to self-isolate for 10 days from when symptoms began. We will



be doing this via our **T2P (Text to Parent) system**. A generic letter reminding parents of the expectations of self-isolation will also be uploaded to our Latest Letters <https://www.willow.lancs.sch.uk/noticeboard/latest-letters/> section of the website in this event. Close contacts will include children in class bubbles and may include other scenarios. For this reason we continue to only allow essential visitors in this week.

**c) Why is school involved in Test and Trace for 6 days if contact is linked to 48 hours?**

The six days allows for any time-lag eg a child develops symptoms on Sunday morning, sends off for a test on Monday and gets a positive result on Wednesday. In this scenario they would have been in contact with their classmates within 48 hours of developing symptoms. The advice to self-isolate would count from the day after the last contact with the case eg Saturday.

**d) What happens if a child or member of staff develops symptoms after 3:30pm on Sunday 20<sup>th</sup> December?**

A test should be accessed and, in the event of a positive result, parents, carers and staff members should follow contact tracing instructions provided by NHS Test and Trace. School does not need to be contacted in this scenario. Where children 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.

As we don't want to be in a position where we have to inform children or staff to self-isolate over Christmas, we continue to be careful in school to prevent the spread of infection. We also remind any children to not attend school if they, or someone in the household, is displaying symptoms and remind adults dropping off and collecting to follow the government advice of....



Thank you for your continued understanding and support during this difficult time.

We wish you all a safe festive season,

*Mel MacKinnon*

Mel MacKinnon **HEADTEACHER**

