



St Augustine of Canterbury Catholic Primary School

Headteacher:
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Deanwood Drive
Rainham
Kent
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15th December 2020

Dear Parents and Carers,

RE: Reporting positive cases of Covid-19

I am writing in regard to reporting positive cases of COVID-19 in the first six days of the Christmas holidays from 18th December to 23rd December; to ensure children and staff can be informed if they have been identified as having been in contact with a positive case of COVID-19 during the last week of term.

The Department for Education advised schools last week that we are expected to make staff available in the first six days of the holidays to 'remain contactable so 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 relevant contacts in school to be traced.

The Guidance states:

- We recommend all schools ensure staff, parents and carers are aware of the following information and relevant arrangements regarding positive cases in the holidays: 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 is asked to assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in school.*

- School staff are not asked to remain on-call or conduct any contact tracing more than 6 days after the final day of teaching. Where a schools last teaching day is on Thursday 17 December, there should be no pupil contact tracing asks beyond Wednesday 23 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.

Therefore, as is the current expectation, parents and carers should use the school email: office@staugustine.medway.sch.uk to inform us immediately of any positive cases as instructed above before, during and after the school holiday.

Information to be included in the email:

- Child's full name
- Year group
- Date and time symptoms started and which symptoms they are showing
- Date of test
- Date your child was last in school
- Parent/Carer contact phone number in case we need further information. Please note as the school will be closed, you will not be contacted from the usual school phone number, the phone will likely display 'no caller id' to ensure staff's personal information remains confidential.

In the event that your child tests positive after the 23rd December; we ask that you inform the office@staugustine.medway.sch.uk email as we will need to know who is not able to return on the 5th of January 2021 (4th January is an INSET day - children not in school).

Thank you for your continued support.

Mrs L Prestidge
Headteacher and Designated Safeguarding Lead

