

South Bersted CE Primary School

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Headteacher: Mr Noel Goodwin

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Dear Parents and Carers

COVID Reporting During Half Term

I would like to take this opportunity to update you regarding the process should a child attending the school test positive for COVID-19 during the half term break.

If **your child** tests positive for COVID-19 during the half term break, you **MUST** notify the school using the dedicated email account (covid@southbersted.co.uk). This is so that we can ensure appropriate measures are in place on our return to school and that contact tracing within school can be completed.

You do not need to use the COVID email address if your child has had a test but you are awaiting the result, if another family/household member has taken a test or if the outcome of your child's test is negative. **We only need to be notified of positive cases in children attending the school.**

When we return to school on Monday 2nd November, our usual absence reporting procedures will apply.

Travelling Abroad:

We are aware that some families may be travelling abroad during the half term break. I must remind you that you should refer to the latest government guidance regarding quarantine rules for your destination.

Half Term Closure:

Contrary to some reports in the media, I can confirm that the school will be closed for **one week only** this half term. School will re-open on **Monday 2nd November**.

Wishing you all a peaceful half term break.

Yours sincerely

Mr Noel Goodwin
Headteacher

West Sussex County Council

