

# South Bersted CE Primary School

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Headteacher: Mr Noel Goodwin

10<sup>th</sup> December 2020

Dear Parents and Carers

## Christmas Closure / Reporting of Positive Covid Cases during the Christmas Break

You may have heard that schools have been given the option to close to pupils on **17<sup>th</sup> December**. This will not be the case for the pupils of South Bersted School and the end of term will remain as **Friday 18<sup>th</sup> December**.

I would like to take this opportunity to update you of our process if your child tests positive for COVID – 19 following the end of term on **Friday 18<sup>th</sup> December**:

- Where a pupil tests positive for coronavirus (COVID-19), having developed symptoms 48 hours after last attending school, (**including Saturday 19<sup>th</sup> and Sunday 20<sup>th</sup> December**) the school **MUST** be contacted using the school's dedicated email address: [covid@southbersted.co.uk](mailto:covid@southbersted.co.uk). This could include contacting the school up to 24<sup>th</sup> December if there is a delay in receiving a positive test result.
- If a pupil develops symptoms more than 48 hours since being in school (**21<sup>st</sup> December onwards**), the school should not be contacted. Parents and carers should follow contact tracing instructions provided by NHS Test and Trace.
- 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.

If the school is contacted via the email address, we will contact Public Health England to follow their advice. This will include contacting close contacts and asking them to isolate in-line with Test and Trace.

West Sussex County Council



Can I please remind all parents and carers that if a member of your household is displaying symptoms all members of the household must isolate and the person displaying the symptoms must book a test. Pupils **MUST NOT** attend school if a member of the household is displaying symptoms.

Yours sincerely



Mr Noel Goodwin  
Headteacher

West Sussex County Council

