

Benwick Primary School



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Headteacher: Mrs. Clare Talbot

www.benwick.cambs.sch.uk

Wednesday 16th December 2020

Covid-19 Contact Tracing Arrangements – Christmas Holidays

Dear Parents & Carers,

The DfE has asked schools to be available to families for up to 6 days after schools close on 18th December to undertake contact tracing if any members of the immediate school community (children and staff) develop symptoms in the **48 hours following closure** and subsequently test positive for Coronavirus. For this reason only, I will be on call up until, and including, Christmas Eve on this number: **07570 707587**

- If your child develops symptoms before the end of term, please notify us using the main office number.
- If your child develops symptoms on Saturday 19th or Sunday 20th December please text the above number, seek a test as soon as possible and notify us of the outcome as soon as you receive it.
- If your child develops symptoms from Monday 21st December onwards school will not be involved in contact tracing – please follow contact tracing instructions provided by the NHS.

Contact Tracing Procedures for Positive Cases of Coronavirus				
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	Monday 21 st December – Thursday 24 th December	Friday 25 th December - Monday 4 th January
Parents Inform school immediately. If a test is positive School will notify individuals within respective bubble who may have come into contact. Notified individuals will have to self-isolate for 10 days	Parents Inform school immediately. If test is positive 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 10 days	Parents Inform school immediately. If test is positive 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 10 days	Unless testing was delayed following onset of symptoms, the case was not in school and therefore there is no need to contact school. Please follow NHS guidance.	School not required to contact trace, please follow NHS guidance, however do inform the office via school email: office@benwick.cambs.sch.uk

Our emergency mobile number is for parents/carers to contact me in the event of a confirmed case between the close of school on Friday 18th December and Thursday 24th December . This number, 07570 707587 is to be used exclusively for contact tracing purposes and no other communications – thank you.	
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/

In order to ensure these arrangements work effectively and minimise the risk of compromising families' Christmas breaks, please adhere to the following:

- **Parents to seek tests via testing centres rather than via postal tests as this can significantly delay confirmation of results. Results are normally forthcoming in 24 hours via test centres.**
- **Parents to notify school if children have symptoms after schools close (as outlined above) – 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 protocol.**

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

Best wishes,
Clare Talbot
Headteacher