



# Alfred Street Junior School

Rushden, Northamptonshire NN10 9YS  
Web site: [www.alfredstreetjunior.org](http://www.alfredstreetjunior.org)  
Email: [head@alfredstreet.northants-ecl.gov.uk](mailto:head@alfredstreet.northants-ecl.gov.uk)

Telephone: 01933 353762  
Fax: 01933 355955

Headteacher: Mrs K O'Connor  
School Business Manager: Mrs Debbie Heffernan

17.12.20

Dear Parents/Carers,

I hope you are all well in these very challenging times.

We are sure you will have heard on the news that the Department for Education sent advice to all school on Wednesday 9<sup>th</sup> December, late in the afternoon, that we should change the end of term arrangements, as a result of the expectation from the DFE that school leaders be "on-call" to support test and trace for the first 6 days of the holidays. The reason behind this advice, is that as a result of this new expectation, finishing the term on Friday 18<sup>th</sup> December will mean that as the Head teacher I would need to be available up to and including Christmas Eve. However as a school and in discussion with the local cluster of schools we work closely with, we made the decision not to change the end of term arrangements. We believe the information from the DFE has come too late to change our arrangements, as this would place significant challenges on parents to arrange childcare at the very last minute, which may incur a cost to the family just before Christmas.

**HOWEVER, we do ask that you take notice of some very important protocols to support school, in the new expected role for the first six days of the Christmas holidays.**

## Important Christmas Holiday Procedures:

**Procedures if your child shows symptoms within 48 hours of being in school (Saturday 19th December / Sunday 20th December only)**

1. You **MUST** urgently contact myself by email at [head@alfredstreet.northants-ecl.gov.uk](mailto:head@alfredstreet.northants-ecl.gov.uk) between the hours of 9am and 6pm if you have any concerns, to inform me that your child has shown symptoms within the 48hour period, and that you have booked a COVID test. Please advise me the following information:

- Child's name
- Year Group
- Date and time symptoms started
- Date and time of booked test
- Date received positive test
- Date your child was last in school
- Names of any siblings at our school

*It is vital a test is booked at a drive through centre as soon as possible as the results will be returned much quicker – experience in our area says less than 24 hours later. A home test would delay this significantly and put other families within our school community at greater risk. I may need to call you on a withheld number, to obtain further details so that I can seek appropriate advice from Public Health England.*

2. You must ensure you inform me straight away of the test result whether it is negative or positive by sending a screenshot of the result to the email addresses above.

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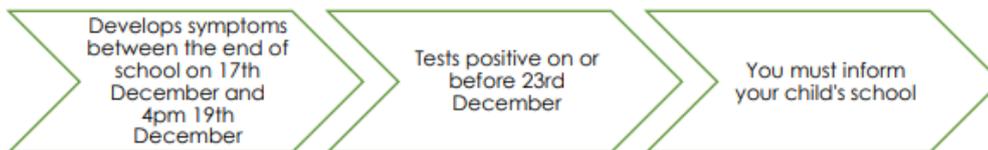
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3. If the result is negative, there will be no further action needed.

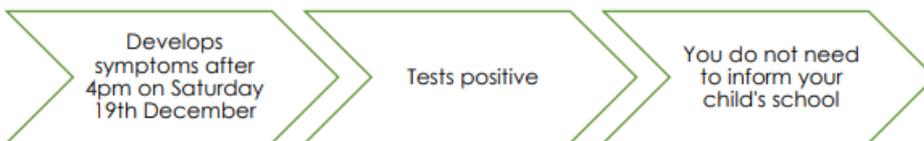
4. If the result is positive, you must follow all guidance and legal obligations to isolate your family and work with NHS test and trace, to inform your close contacts. This means contacting myself who will support NHS test and trace in contacting the close contacts within school – their class adults and other pupils in their class.

5. If your child develops symptoms from Monday 21st December onwards, you will need to work with NHS test and trace to inform your close contacts but this will not impact on school. I would of course like you to inform us so that we can support you and your child on their return in January.

- If your child:



Alternatively If your child:



**If I do not receive an email by midday on Monday 21st December, I will presume that no pupil has shown any symptoms of COVID over the weekend – which will be wonderful news.**

If we sadly have a positive case in the first few days of the Christmas holidays that impacts on isolation for a child in your family, you will receive an email from the school system and message via ParentsApp. In this way we can send a bulk email to all those who are close contacts, rather than individually, which would be less efficient. **It is vitally important that you keep checking your emails/ParentsApp regularly**, we are not expected to make phone calls to all contacts in those first six days, as we will be doing this from home but send information through email. If you receive communication regarding a positive case and your child is a close contact, you are under a **legal obligation** to isolate them for 10 days following the dates and PHE guidance that we send you.

**Period from Friday 25<sup>th</sup> December 2020 to Monday 4<sup>th</sup> January 2021 inclusive**

**If your child tests positive for COVID-19, please follow Government guidance regarding how long they will need to self-isolate for. Please telephone the school on MONDAY 4<sup>th</sup> January 2021 to update us. Do not send them back into school on Tuesday 5<sup>th</sup> January without having spoken to us first.**

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If your child will be absent upon return to school on Tuesday 5<sup>th</sup> January 2021 because they have any of the following symptoms, you should report the absence as normal to the School Office by 9:30am:

- Symptoms of COVID-19
- Has been in contact with a positive case
- Lives in a household where someone is displaying symptoms of COVID-19

On a happier note, can we please take this opportunity to say thank you for the great partnership working that has taken place between families and school over this term, we know how much you want school to remain open for the children and we share that sentiment too. The staff have worked incredibly hard this term to ensure the school is a happy and safe environment. Thank you also to our wonderful pupils who have shown great resilience, determination and enjoyment in their learning, making us all feel immensely proud.

We hope you are all able to have a lovely Christmas and we very much look forward to welcoming the pupils back on Tuesday 5th January.

With kind regards

Mrs K O'Connor  
Head Teacher

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