

Cottingham Church of England Primary School

Berryfield Road
Cottingham
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LE16 8XB

Telephone: 01536 771391
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Dear Parent/Carer

Re: Contact Tracing: Covid-19

We have been asked, by the government, to make you aware of the following information in relation to the arrangements for contact tracing during the school holidays so that the spread of infection can continue to be managed.

The Department for Education guidance, December 2020, is as follows.

- 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.

For our school this means:

Dates	Parent / School Actions
Between Monday 14th – Thursday 17th December	<ul style="list-style-type: none"> • Parents inform school immediately of a pupil positive case. • School will notify individuals within bubble who may have come into contact. • Notified individuals will have to self-isolate 10 days after the day of contact.
Friday 18th December	<ul style="list-style-type: none"> • Parents inform school immediately of a pupil positive case. • School will notify individuals within bubble who may have come into contact on Wednesday 16th or Thursday 17th December. • Notified individuals will have to self-isolate 10 days after the day of contact.

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Saturday 19th December	<ul style="list-style-type: none"> • Parents inform school immediately of a pupil positive case. • School will notify individuals within bubble who may have come into contact on Thursday 17th and Friday 18th December. • Notified individuals will have to self-isolate 10 days after the day of contact.
Sunday 20th December	<ul style="list-style-type: none"> • Parents inform school immediately of a pupil positive case. • School will notify individuals within bubble who may have come into contact on Friday 18th December. • Notified individuals will have to self-isolate 10 days after the day of contact.
Monday 21st December – Thursday 24th December	<ul style="list-style-type: none"> • Parents should not inform school unless the child developed symptoms within 48 hours of being in school and testing / results were delayed.
Friday 25th December – Monday 4th January	<ul style="list-style-type: none"> • Parents should not inform school and should follow NHS Test and Trace guidelines: http://www.nhs.uk/conditions/coronavirus-covid-19/

When contacting the school, please use the following email: head@cottinghamprimary.co.uk

We sincerely hope that you will not have to use the above information and that you have a Covid free Christmas.

Yours sincerely,

Ashley Scott (Headteacher)