



Archbishop Courtenay
Church of England
Primary School

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Headteacher: Mrs S Heather
Chair of Governors: Mrs R Linn

Thursday 10th December 2020

Dear Parents/Carers,

On behalf of myself, the Governing Body and the staff, may I thank you once again for your ongoing support and kind words during this very challenging time for us all.

This week we have been reminded by the Prime Minister that this Christmas will not be the same as usual and that we need to make decisions regarding how our time is spent, in order to protect vulnerable members of our family. The Department for Education have also made it clear that schools should not shut early or offer remote learning opportunities because children should be in school until the end of term.

Our core purpose remains the same, to educate your children whilst keeping them safe, therefore the school will remain open to all pupils until Friday 18th December. Nevertheless, I have had a number of enquiries asking if I am able to close the school for the last week of term to mitigate the risk of your child bringing the virus into your household and having to self-isolate during the Christmas period.

I want you to know I understand your concerns as many of you have vulnerable family members who you would like to see during the short Christmas window and the fact that we must remain open will be unwelcome news to you.

Nevertheless, I would urge you to continue to follow the Government guidelines regarding social distancing, handwashing and wearing a mask whilst out, to limit the spread of the virus, so no one has to self-isolate over the Christmas period. We are taking as many safety precautions within school as possible. Please can I ask that if your child has any illness at all within the next week that they are not sent into school.

We all have a responsibility to all those in our communities to reduce the spread of the virus and protect the most vulnerable people, who might be our grandparents or those front-line workers who put themselves at risk every day. Therefore, the Governing Body has made the decision that the school will not issue fines or penalise anyone who keeps their children off school in the last week of term. If this is something that you would like to do then please ring the school office to advise the school of your child's upcoming absence.

With very best wishes to you all and have a very happy Christmas

Mrs Sue Heather and the Archbishop Courtenay Governing Body



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Dear Parents and Carers,

I am writing to inform you of the Government's decision to ask schools to continue contact tracing for any positive Covid test results for the first 6 days of the Christmas Holiday.

This means that should any pupil or member of staff who has been in school during the final week of term, test positive for Covid19 between Saturday 19th December and Christmas Eve, the school has a duty to inform all families that may be affected so that they can self-isolate over the Christmas period.

Therefore, 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. We are requesting that parents contact the school **via School Comms** so that Senior Leaders can ensure all members of the school community are contacted.

Senior Leaders responsible for contact tracing will designate a limited period in the day to receive notification of positive cases and advise close contacts to self-isolate (this will be done by text or email).

However, 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.

If you require any further guidance or support please do not hesitate to contact me direct Headteacher@archbishopcourtenay.kent.sch.uk

I wish you all a very happy, safe and peaceful Christmas and look forward to welcoming you back in the New Year.

Yours faithfully,

Mrs Sue Heather

Headteacher

