



16th December 2020

**Covid Reporting over the Christmas Break.**

Dear Parents and Carers,

While I hope very much that your child and all your family remain well, in accordance with the Government guidance it is important that you are aware of the following information and relevant arrangements regarding positive cases in the holidays.

For the first 6 days after teaching ends (this will be **up to and inclusive of Wednesday 23rd December**), if your child tests positive for coronavirus (COVID-19), **having developed symptoms within 48 hours of being in school**, the school will assist in identifying close contacts and advising self-isolation, as they may have been infectious whilst in school.

It is necessary to inform the school about your child having tested positive, contact should be made to [covidreporting@jewell-aspirations.org](mailto:covidreporting@jewell-aspirations.org)

Please note that this is the only email box that is going to be manned during the holidays and nobody will be in the school building itself to answer any phone calls.

This email box will be manned twice a day from 18th December - 23rd December.

It is important that if you have to contact us, that you provide the following information in your email:

**Child's name**

**Child's class**

**Date they first displayed symptoms**

**Date test was taken**

**Date positive result was received**

**A contact telephone number that you can be easily reached on**

Whilst we hope we will not have a positive case within the community over the Christmas period, we will contact you via telephone and year group emails if we need to. Please ensure that we have the most relevant mobile numbers for you in case of an emergency. Staff making the phone calls will be able to advise you on any next steps you will need to take as per the PHE guidelines they are given.

Best wishes,

Mrs Alex Waddington  
Principal