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School

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**Headteacher:** Mr Paul Haigh  
**Chair of Governors:** Mrs Karen Milbourn

Date: 29 March 2021

Our ref: PHA/hw

Dear Parents and Carers

As the Easter holidays are approaching we should be grateful if students could carry out a **home lateral flow test on Tuesday 29 March where possible**. This will enable us to carry out any required track and trace before the school holiday begins.

Please find below the arrangements for the track and tracing during the Easter holidays.

### School Closure and home testing

School will be closed for the Easter holiday from Friday 2 April and will re-open on Monday 19 April . Following the roll out of the asymptomatic lateral flow testing programme it is vital to keep home testing students and they have been allocated sufficient kits to allow following.

- test twice a week at home and **continue throughout the Easter holiday**.
- test before returning to school after the holidays, either the night before, or morning of, the first day back, to help find and isolate any positive cases
- report results [online](#) to the NHS as positive, negative or void and details are included in the leaflet given out with the test kits. This information is critical in helping them to understand the prevalence of the virus across the country
- Report positive results to school per below instructions

### Contact tracing over the Easter holidays

In line with DFE guidance our school will be offering a contact tracing service for part of the Easter holiday.

1. The school contact tracing service will only apply to any children or staff who develop symptoms within 48 hours of attending school and then go on to test positive.



2. If a student tests positive with a home lateral flow test kit they will need to stay at home and begin to self-isolate immediately with their household and any support bubbles they are part of. A confirmatory PCR test should be booked as soon as possible at <https://www.gov.uk/get-coronavirus-test> . If the follow up test confirms the positive result, everyone should continue to isolate. If the result is negative, then the student, their household and support bubbles no longer need to isolate.

3. Any symptoms developed after 48 hours of finishing the specific school that go on to test positive should be reported to the school for logging purposes but contact tracing will be undertaken by the health authorities and not the schools.

For our school this means the arrangements are as follows:

1. For the half-term period, notification of positive tests must be made to the following email: enquiries@ecgbert.sheffield.sch.uk All parents and carers should use this method of communication. If the symptoms develop within 48 hours of the student being in school we will action our contact tracing service. This will be an email alert to all staff and families of identified close contacts asking them to self-isolate and signposting further guidance.

2. If the symptoms develop 48 hours after a student has attended school please still inform us when the positive test result is confirmed, stating what the symptoms were and when the symptoms started. In addition to this please contact the NHS Track and Trace service.

3. The alert email will be monitored for an hour a day during the morning. Any communication to the email address after this time will be picked up the following day. Our period of close contact tracing will end on Wednesday 7 April at 9am. Any notification of a positive case (including what the symptoms were and when the symptoms started) after this date will be processed when we return to school.

We hope that this service will not be required and that we can all enjoy a peaceful half-term with your families.

Thank you for your continued support during this difficult time and please contact us if you have any queries about any aspect of this letter.

Yours faithfully



**Mr Paul Haigh**  
**Headteacher**

