



  
**Old Catton Church of England Junior School**  
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Executive Headteacher:  
A. D. Best-White MA  
Head of School:  
K. Connelly

Thursday 11<sup>th</sup> February 2021

Dear Parents and Carers,

Schools will close as usual over February half-term and are not expected to remain open to vulnerable children and the children of critical workers during this week. (Monday 15<sup>th</sup> February – Friday 19<sup>th</sup> February 2021.)

We are however, being asked to continue to help with contact tracing at the beginning of the half term break. This is only relevant for staff and children who have been attending school during this first half term as a critical worker or vulnerable child.

Where staff or children, still attending their school, test positive for coronavirus (COVID-19) during the holidays, having developed symptoms more than 48 hours since being in school, schools are not required to take any action. Staff, parents and carers should follow contact tracing instructions provided by NHS Test and Trace.

Where staff or children still attending their school, test positive 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.

In this event we ask parents to email the school office [office@oldcatton.norfolk.sch.uk](mailto:office@oldcatton.norfolk.sch.uk) and tell us that a positive test has been received by their child. Please mark the subject field 'Positive test result'. We will check the office@ email address on Saturday 13<sup>th</sup>, Sunday 14<sup>th</sup> and Monday 15<sup>th</sup> February in order to action any notifications of positive cases and therefore inform any close contacts/bubbles that they will need to self-isolate for 10 days. We will seek advice from Public Health England in order to advise us on the correct steps to take. We will communicate any essential information to you by text or email.

From Tuesday 16<sup>th</sup> February until the end of half term, any positive cases should be reported to NHS Test and Trace.

We hope that this clearly outlines the steps to follow if your child develops symptoms or receives a positive test during half term.

Many thanks for your help with continuing to keep people safe during this time.

Kind regards,

Mrs Connelly

Head of School

Old Catton Junior School