



ABBEY PARK SCHOOL

9th December 2020

Dear Parent/Carer

Friday 18th December – Additional INSET Day

Yesterday the government asked schools to consider making the last day of term (Friday 18th December) an INSET Day. By making this a day when pupils aren't in school, the government hopes to ensure that any track and trace processes (needed when a pupil tests positive for C-19) can then be completed before 24th December. The Park Academies Trust Board have considered this and agree the last day of term for Abbey Park School pupils will now be Thursday 17th December. They have also agreed that Friday 18th December will count as an additional INSET Day due to the exceptional circumstances of this academic year. Consequently, INSET Days in the calendar for the rest of this school year remain unchanged. Thursday 17th December will be a full day and the Yr11 Subject Consultation Evening will still take place.

Up to midnight 23rd December, you may be contacted by the school to inform you that your child may need to self-isolate, as they have been a close contact of someone in school who has tested positive for C-19. If you need to inform the school of a positive case please contact stevensk@abbeyparkschool.org.uk. From 24th December, if your child tests positive the school will still need to be informed, as this may affect their return to school date. If you contact Public Health England, they may request your child's close contacts and this may impact on their return to school date. Please refer to guidance below regarding positive cases after Thursday 17th December.

- **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. Where a school's last teaching day is on Thursday 17th December, there should be no pupil contact tracing beyond Wednesday 23rd December.**



Executive Principal:
Operational Principal:
Vice Principal:

Mr C Zimmerman
Mr J Young
Mrs L Hunter

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- For the first 6 days after the end of term, schools are not asked to be on-call at all times. Staff responsible for contact tracing may designate a limited period in the day to receive notification of positive cases and advise close contacts to self-isolate (this can be done by email). The Department for Education coronavirus (COVID-19) helpline and PHE advice service are available to support with any queries you have about positive cases in your school.

Thank you for your understanding in these matters. If you happen to have any questions please contact the school.

Yours sincerely

Mr Young
Operational Principal
Abbey Park School



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