



The Grinling Gibbons and Lucas Vale Federation
Executive Headteacher: Mr. John Calvert

Wednesday 16th December 2020

RE: Information for Parents regarding COVID-19 Contact Tracing over the Christmas Holiday period

Dear Parents and Carers,

I am writing to tell you what you need to do about reporting cases of COVID-19 and contact tracing over the Christmas holiday period.

As you know schools have played an important role in contact tracing. We have been identifying anyone at school who has been in close contact with someone who has tested positive for COVID-19, up to 2 days before that person had symptoms. Those contacts then need to self-isolate for 10 days because they are at risk of having caught COVID-19 and being contagious themselves.

Contact tracing will be slightly different during the Christmas break when schools are closed and there is less chance of being a contact of someone in school.

Please follow the guidance below if your child begins to show symptoms or tests positive for COVID-19 during the Christmas break.

If your child develops symptoms of COVID-19 within 48 hours of their last day in school	<ul style="list-style-type: none">• Get a test for your child• Everyone in your household must isolate at home until the test result is back.• If the test result is positive for COVID19, you must inform the school - school will identify any other people in the school community who are close contacts.• If the test result is negative, you do not need to take any further action.
If your child has no symptoms of COVID-19 but tests positive within 48 hours of being in school	<ul style="list-style-type: none">• Let the school know straight away - school will identify any other people in the school community who are close contacts.• It is important to follow the guidance around only getting a test if they are showing signs of COVID-19.
If your child develops symptoms of COVID-19 more than 48 hours after their last day in school- Friday 18th December 2020	<ul style="list-style-type: none">• Get a test for your child• Everyone in your household must isolate at home until the test result is back.• If the test result is positive for COVID-19, you must contact NHS Test and Trace and follow the advice given by them: www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/• You will still need to inform the school as well.
The quickest way to get a test is to book a test at your local testing centre via https://www.gov.uk/get-coronavirus-test . Please do not use postal tests unless absolutely necessary as these take longer.	



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During the holidays, please email admin@ggibbons.lewisham.sch.uk

You must provide the following:

- **Child's name**
- **Class/year group**
- **Date last in school**
- **Date symptoms started/ child began to feel unwell**
- **Date of test**
- **Date positive result received**

If you are contacted by the school because your child is identified as a close contact of someone who has tested positive for COVID-19, they must self-isolate for 10 days.

We ask that you stick to all COVID-19 social distancing social mixing guidance until the end of term to reduce the risk of transmission of the virus and keep us all safe and well over the holiday period. It is also important to follow guidance over the holidays.

Return to school on Tuesday 5th January 2020

You should contact the school if your child will be absent on the first day of the new term, by **calling the office on 0208 692 4907 and selecting option 1 for attendance**, to report if they are self-isolating.

It is really important that your child gets a test and does NOT return to school in January if they have any of the three main COVID symptoms:

- Fever
- New continuous cough
- Loss or change to smell or taste

To be extra safe, if your child has any of the following symptoms, please keep them at home and contact the school on the first day of term:

- Loss of appetite
- Diarrhoea
- Nausea
- Vomiting
- Extreme tiredness
- Headaches
- Joint pain
- Muscle ache
- Runny nose
- Sore throat
- Sneezing

Your child should NOT get a test if they have these symptoms WITHOUT one of the three main COVID symptoms

As always, thank you for your cooperation and ongoing support in keeping our school safe.

Yours sincerely,

Mr Dean Gordon
Head of School