

ENGAGEMENT ENJOYMENT ENTHUSIASM = EXCELLENCE.

Headteacher: Mrs. Wendy D'Arcy



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Tuesday 15th December

Dear Parents/Carers,

The Department of Education have provided guidance about reporting procedures where a pupil develops symptoms which lead to a positive **COVID-19** test result during the Christmas holiday period. I hope that your family will not be affected, but please note the procedure below.

If your child develops symptoms or you receive confirmation of a POSITIVE test on or before 4pm on Sunday 20th December, please email slt@hardwicke.gloucs.sch.uk and include the following in your email:

- Name of pupil
- Year group
- Date symptoms began
- Date of test
- Date of positive result
- A contact telephone number

Where pupils are required to self-isolate due to a positive test or contact with a positive case of **COVID-19** after Sunday 20th December, please follow advice and instructions provided by **NHS Test and Trace**. More information regarding this can be found via the following link <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/>

Please follow the usual procedures for any absence from school from Tuesday 5th January 2021. Thank you for your continued support to keep our school community safe.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Wendy D'Arcy'.

Wendy D'Arcy
Headteacher

*Love your neighbour as yourself.
We care, learn and achieve... together.*