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Joseph Clarke School

A member of
Whitefield Academy Trust

18th December 2020

Dear Parents/Carers

Thank you for your continued support and understanding during the Autumn term this year.

All schools have been part of the wider community effort to ensure that anyone who may have been in contact with an individual who tests positive for COVID-19 is advised to self-isolate. We would like to thank parents for their prompt reporting of positive cases in their household which has allowed the school to identify those who have needed to self-isolate.

As we now enter the school Christmas Break the following procedures are in place:

- Where a pupil tests positive for coronavirus (COVID-19), having developed symptoms within the first 48 hours since being in school, you must contact the school. Please contact the school via email: school@josephclarke.waltham.sch.uk. The school email account will be checked twice each day.
- Where a pupil tests positive for coronavirus (COVID-19), having developed symptoms more than 48 hours since being in school, the school does not need to be contacted. Parents and carers should follow contact tracing instructions provided by NHS Test and Trace.

The school email will be monitored until Wednesday, 23rd December 2020. Any positive cases reported to the school during this time will allow the school to assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in school.

Where pupils are required to self-isolate due to contact with a positive case after Wednesday, 23rd December 2020, the school does not need to be informed about their absence until the 5th January 2021 (first day of the Spring Term).

We would like to thank you for your support and we wish everyone a safe Christmas Break.

Yours faithfully

C Filali-Moutei
Headteacher

Headteacher: Chadia Filali-Moutei
Chair of Advisory Council: Owen O'Regan
Whitefield Academy Trust CEO: Kirstie Fulthorpe
Whitefield Academy Trust Chair of Directors: Andrew Howat

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