

10<sup>th</sup> December 2020

Dear Parents/Carers,

Firstly, thank you for your continued support across what has been a whirlwind of a term. I am proud of how our school community has pulled together and overcome all the challenges thrown our way.

Since returning to school-based learning after lockdown, we have had a legal responsibility to implement a track and trace system within our school. I am sure most of you will have seen one of the many letters we have sent, informing you of the actions we had to take, such as instructing students to self-isolate as a result of positive cases of Covid-19.

Yesterday, the Department for Education (DfE) published new guidance on how schools should be implementing their track and trace systems over the Christmas period. As a result of this guidance please be aware of the following:

- The last day of term will now be Thursday 17<sup>th</sup> December and students will be dismissed at 12.30pm. The school will be closed on Friday 18<sup>th</sup> December to all students and staff.
- **The school will continue to operate its track and trace systems until the 23<sup>rd</sup> December. If your child shows symptoms or tests positive between the 18-23<sup>rd</sup> December, you must inform the school (see below).**
- As advised by government advice - if your child tests positive for Covid-19 or is contacted by the school as a result of close contact, we have a legal responsibility to inform you and they have a legal responsibility to self-isolate for 14 days.

Understandably, no families want to receive a letter informing them to self-isolate across the Christmas period, but I would ask you to remember how far we have come, as a nation, and as a local community, so we must continue to follow the national guidance to keep us all safe.

#### **HOW WILL TRACK AND TRACE WORK DURING THE SCHOOL HOLIDAYS?**

- If your child tests positive for Covid-19 between the 18-23<sup>rd</sup> December, email the school office at [office@goodwinacademy.org.uk](mailto:office@goodwinacademy.org.uk) remembering to include your child's name, date of positive test result, date of first symptom and the last date in school.
- The school office will contact you to confirm close contacts and self-isolation period.
- The school will then notify the close contacts **via email**. Only those impacted will be contacted. Please ensure you are regularly checking your emails as this will be the only official means of communication during this period.

If you are contacted, you will receive an email containing all the information you need to know.

### I HAVE QUESTIONS, WHO SHOULD I CONTACT?

- If you have any medical questions please visit <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- For questions about self-isolation please visit <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/>

The school office will be closed during the Christmas holidays, from Friday 18<sup>th</sup> December until Sunday 3<sup>rd</sup> January 2021.

### FREE SCHOOL MEALS

If you receive free school meals, Kent County Council has pledged to fund meals over Christmas for children who are eligible for free school meals. These families will receive Tesco or Asda vouchers per eligible child.

Arrangements for the distribution of these vouchers are currently being made and the school will contact those eligible. **If you have any queries or problems with your vouchers, please could you let us know before 17<sup>th</sup> December.**

Thank you again for all your support this term – I hope you are able to have a great Christmas break and spend some time with your family. I look forward to seeing you all again in the New Year.

Yours sincerely,



Mr S Smith  
**Principal**