

Our ref: LTI

14th December 2020

Dear Parents and Carers

At Hans Price Academy, we want to do everything we can to reduce the risk of any family having to self-isolate during the holiday period. We will continue to follow the risk assessment and rigorously adhere to the **Hands, Face, Space** controls alongside the already established routines we have in place.

You can also reduce the risk of your household having to self-isolate by:

- adhering to the **Hands, Face, Space** controls when out in the community
- being extra vigilant in spotting the symptoms of COVID and following self-isolation rules until receiving a negative test result.

As a reminder, the three symptoms are:

- high temperature
- a new continuous cough
- loss of smell/taste

If anyone in the household has one or more of these symptoms they **must**:

- stay home (do not attend school or work)
- get a test.

Everyone in the home **must** stay home until the test result is received.

- If the test is **positive** then:
 - report positive test results to the school immediately;
 - your child **must** stay home for the length of time instructed on the test (usually **10 days**), and
 - all other members of the household **must** self-isolate (for **10 days**).

Whilst the Academy will be closed from 18th December, we need to continue to **record any positive cases that arise during the Christmas Break.**

So, **from 18th December** please report any positive test result by email to Positive.Results@clf.uk or telephone 0117 370 4626 extension 1103. Please leave the following information:

- Your name
- Your child's name
- The Academy they attend
- Date of first symptoms
- The date of the test
- The date of the positive result.

If you have had a test and the result has not come back after 48 hours please also report this using the email and telephone number above.

These accounts will be monitored by the CLF Health and Safety team who will alert us so that we can do the contact tracing and communication with families of those children needing to self-isolate.

With our best wishes to you and your family for Christmas and New Year

Yours sincerely

A handwritten signature in blue ink that reads "Liz Tincknell". The signature is written in a cursive style with a small dot above the 'i' in "Tincknell".

Mrs Liz Tincknell
Senior Operations Manager