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22nd October 2020

Dear parents and carers,

Procedure in case of positive Covid test during half term

As you will now be aware, we have been notified of further positive Covid cases in school this week. It is important that all families inform school if their child tests positive for Covid during the holidays as this could affect other children and staff who may need to self-isolate.

Should you find yourself in this situation, please do the following;

Email **admin@shprimary.org.uk** straight away with:

- Your child's name
- The date symptoms began
- The date the positive test result was received
- The best telephone number for us to contact you on

We will be checking the admin email address regularly over the weekend and holiday and will inform any families of the need to self-isolate where necessary.

Thank you once again for your ongoing support. We appreciate the way all members of our school community are working together to keep each other safe.

With our very best wishes for a lovely half term break,

Mrs B Brown
Head teacher