



Hollybrook Infant & Junior Schools

Seagarth Close, Southampton, SO16 6RN Seagarth Lane, Southampton, SO16 6RL
023 8077 1528 023 8077 2781

info@hollybrookinfant.co.uk
www.hollybrookinfant.co.uk

info@hollybrookjunior.co.uk
www.hollybrookjunior.co.uk

Headteacher: Ms Marcella Dobson

Deputy Heads: Mrs Clare Clifford & Mrs Lisa Alderslade

11th December 2020

Dear Parents/Carers,

IMPORTANT INFORMATION

Earlier this week, we learnt that the DFE has instructed schools to remain on duty and contactable during the Christmas holiday for 6 days after the last day of teaching. This is to allow positive COVID-19 cases to be identified and confirmed by a test and for 'close contacts' to be identified and contacted. As we finish for Christmas on Friday 18th December, I will be working until 5pm on Thursday 24th December. Therefore, we ask you read the following and act on these instructions should you need to:

- From 3pm on Friday 18th December until 5pm on Thursday 24th December, if your son/daughter tests positive for COVID-19, having developed symptoms within 48 hours of being in school, you should contact me on one of the following emails: head@hollybrookinfant.co.uk or head@hollybrookjunior.co.uk
- If, during the holiday, your son/daughter tests positive for COVID-19, having developed symptoms more than 48 hours since being in school, (so from 3pm on Sunday 20th December) I should not be contacted. Parents and carers should follow contact tracing instructions provided by NHS Test and Trace.
- After 5pm on Thursday 24th December, if your child tests positive for COVID-19, you do not need to contact me and should follow contact tracing instructions provided by NHS Test and Trace. I will not be checking messages after this time.

Should you need to do so, please contact me by using one of the following emails:

head@hollybrookinfant.co.uk or head@hollybrookjunior.co.uk Do not phone, as Reception will not be open.

Should we be informed of a case of a student or staff member who developed symptoms within 48 hours of being in school, we will need to identify close contacts of that person and will email/telephone you if your child is identified as such. Your child will then need to self-isolate for 14 days from the point of contact with the confirmed case.

As we have been doing throughout the last term, we will rigorously implement the criteria that defines a close contact as detailed by Public Health England. I am afraid that, as school will be closed for most staff, we will not be able to receive phone calls or enter into email discussion with you. I know this is less personal than our normal phone calls but I hope you can understand why we are adopting this approach during the holiday period. We will not be sending general emails to all parents informing you of cases, only to those who are identified as contacts.

As you can imagine, I very much hope that we do not receive news of any positive cases over the holiday and I therefore do not need to contact families to ask their child to self-isolate. Our parents have been incredibly supportive over the last term and I know you will understand that, should we need to contact you, we will be acting on the public health advice that we are duty bound to follow by the directive from the DFE.



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Due to the fact that the number of cases has gone up in recent times across the area and the fact that we do not want to have to ask any family to have to self-isolate over Christmas, which I believe is a special family time, particularly this year when many people have not been able to see their families for months and will only get 5 days with their family, we have requested that staff wear masks consistently until the end of term. I understand that some children may find this difficult, but I feel that as children have been exposed to people wearing masks in shops for a considerable amount of time, it should not be too alarming for them. I know this is more than we have been doing, but I really hope that we do not have to ask anybody to self-isolate over the Christmas period.

Yours sincerely,

Marcella Dobson

Headteacher