



Principal: Mrs Lynn Mayes

Queen Katharine Academy Mountsteven Avenue, Walton Peterborough, PE4 6HX Tel: 01733 383888 Email: info@qka.education

Web: www.qka.education

Our Ref LM/jd 16th December 2020

Dear Parent/Carer,

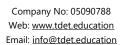
Thank you for the support you have shown the academy as we have adapted to the challenges presented by the government's Covid-19 guidelines this term. As I communicated last week, the last day of term for our students will be a half day, finishing at 11.15am, and will remain Friday 18th December. We will reopen to students, as planned, on Tuesday 5 January 2021.

What to do if my child tests positive for Coivd-19 during the Christmas holidays?

The table below summarises what to do if your child tests positive during the holiday period. In all cases we ask that you email us at: info@qka.education

Symptoms began on (or date of positive test if asymptomatic)	How to contact the school	Action Required
Between Wed 16th – Fri 18th December	 During the day phone 01733 383888 Out of hours email info@qka.education 	 Parents inform school immediately identifying any close contacts their child had at lunch and travelling to and from school. School will notify individuals within respective bubble who may have come into contact. School will notify individuals who will have to self-isolate for 10 days over the Christmas period.
Saturday 19 th Dec	Email info@qka.education	 Parents inform school immediately identifying any close contacts their child had at lunch and travelling to and from school.







		 School will notify individuals within respective bubble who may have come into contact Thursday 17th and Friday 18th December. School will notify individuals who will have to self-isolate for 10 days over the Christmas period.
Sunday 20 th Dec	Email info@qka.education	 Parents inform school immediately identifying any close contacts their child had at lunch and travelling to and from school. School will notify individuals within respective bubble who may have come into contact on Friday 18th December. School will notify individuals who will have to self-isolate for 10 days over the Christmas period.
Monday 21st Dec – Mon 4th Jan	Email info@qka.education	 Unless testing was delayed following onset of symptoms, the case was not in the school setting when infectious and it is unlikely there will be further action from school in the holidays. You will receive an automated reply, but your information will be logged by on 4 January. You must also engage with *NHS Test and Trace.

^{*} After the period when the school is responsible for test and trace, it is the parents' responsibility to notify close contact family and friends and follow advice as per NHS Covid-19 guidelines: http://www.nhs.uk/conditions/coronavirus-covid-19/

In order to ensure these arrangements, work effectively and minimise the risk of compromising families' Christmas break, please adhere to the following:

- Parents to seek tests via testing centres rather than via postal tests as this can significantly delay confirmation of results. Results are normally forthcoming in 24 hours via test centres.
- Parents to notify school if children have symptoms after schools close (as outlined above) even when waiting for a test result, families can be advised to take necessary steps whilst awaiting confirmation.
- So as to minimise the risk of infection within school (and the wider community) please ensure you continue to adhere to social distancing protocol.





If there is anything you are at all unsure about regarding these arrangements, please contact the school before the end of term.

I would also like to wish all our families a happy and safe Christmas.

Mayes.

Yours sincerely

Lynn Mayes Principal



