



Westfield Arts College



December 2020

Dear Parent and Carers

Please read – important information about tracking COVID cases over the Christmas holiday

Thank you all for your support this term by letting us know when your child has been isolating or has tested positive for Coronavirus. We are pleased and relieved that they have all recovered well and that no one has been seriously affected. We want to keep it that way, so we are asking for your help over the Christmas holiday.

The Government have requested that we track any cases that happen in the Christmas holiday so that we can alert people who may have been in contact with them. This is called contact tracing. We are hoping that no pupils or staff become ill with COVID symptoms during the holiday period, but if they do and they test positive, we will need to inform anyone who was in contact with them 48 hours prior to them becoming symptomatic.

If your child develops symptoms more than 48 hours after last being in school then **you will not need to contact us.**

If your child develops symptoms within 48 hours of last being in school and then tests positive for COVID-19 during the first week of the Christmas holiday **you must contact us** following the instructions below so that we can alert those people who they came into contact with.

We have set up an email address for you to do this. As soon as you receive a positive test result you should email us at contacttracing@westfield.dorset.sch.uk. This email address will be checked every day until 24th December. Please do not use any other school email addresses as there is no guarantee that they will be monitored. The school is closed during the holidays and so there will be no phone service.

If you need to contact us about a positive test, please give us:

- Your name
- Your child's name
- The date they first showed symptoms
- The date they received a positive test result
- A phone number in case we need to contact you

We know how important the Christmas holidays are and how much you will be looking forward to seeing your families. The ideal will be that nobody will become unwell, but if they do it's really important that everyone follows these guidelines and we do our best to keep others as safe as possible.



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We're working
towards Artsmark
Awarded by Arts
Council England



Headteacher: Seán Kretz

Littlemoor Road • Weymouth • Dorset • DT3 6AA • Telephone 01305 833518 • Fax: 01305 835414
email: office@westfield.dorset.sch.uk



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If your child becomes ill with symptoms in the second week of the holiday you can inform us when the school reopens on Monday 4th January for a staff training day. Pupils are due to return on Tuesday 5th January.

Thank you for your support.

Yours sincerely

Seán Kretz
Head Teacher



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