



KOINONIA
C OF E SCHOOLS FEDERATION
*Excellence through innovation,
founded in faith since 1840.*

FEDERATION EXECUTIVE CO-HEADTEACHERS

Mrs Claire Harrison and Mrs Victoria Wainwright

FEDERATION BUSINESS MANAGER

Ms Sue Eden

Wednesday 31st March 2021

Dear Parents/Carers

Reporting COVID during the Easter holiday

If your child returns a positive COVID test between 1st April and 2nd April, then we will need you to inform the school so that contact-tracing can be undertaken and appropriate advice given to others to self-isolate if necessary. Government guidance states:

If a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms within 48 hours of being in school, the school is asked to assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in school.

To enable contact-tracing to be undertaken by the school during the February half term holidays, we would like you to email eholiday@koinoniafederation.com as soon as possible. This will allow all parents to report positive cases without needing to call the school.

Please include in the email:

- Name of child/ren and year group
- Date of first symptoms
- Date of test
- Date of positive test result

Please ONLY use the above email address if the test has come back positive for your son/daughter. This email address should not be used for any other purpose. After 3rd April, you will need to contact the NHS for track and trace and testing.

Please note, where a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms more than 48 hours since being in school, the school should not be contacted. Parents and carers should follow contact tracing instructions provided by NHS Test and Trace. If your child is required to self-isolate due to potential contact with a confirmed case in the last 48-hours of the term we will notify you via email.

If your child/re shows any symptoms on the 18th April or is waiting for a COVID test result: please keep them at home for the length of time stated by the NHS.

Thank you for your continued support and we hope you have a safe half term.

Yours sincerely

Mrs Harrison & Mrs Wainwright
Federation Executive Co-Headteachers

KOINONIA C OF E SCHOOLS FEDERATION

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