



St Patrick's Catholic Primary School

Nova Lane, Birstall, West Yorkshire, WF17 9LQ

Telephone: 01924 423220

Website: www.stpatricksbirstall.co.uk

Headteacher: Mrs C Moulding

Deputy Headteacher: Miss J Smith

Email: office.stpatricksbirstall@kirkleeseducation.uk

Friday 28th May 2021

Dear Parents/Carers,

We hope you are all well and able to enjoy the coming week together as a family.

We would like to take this opportunity to thank all pupils, parents and carers for the hard work that has been very evident throughout the last half term. A half term where every pupil has worked extremely hard and made us very proud.

Just like each holiday time we ask that, you take notice of some very important protocols which will support our senior leaders for the first few days of these half term holidays.

Important Half Term Holiday Procedures:

Procedures if your child has been attending school and shows symptoms within 48 hours of being in school (Friday 28th May/ Saturday 29th May only)

1. You **MUST contact Mrs Moulding and Miss Smith by email immediately** if you have any concerns to inform us that your child has shown symptoms within the 48hour period and **that you have booked a COVID test** informing us of the date and time of the test. ***It is vital a test is booked at a drive through centre as soon as possible*** as the results will be returned much quicker – experience in our area says the result is returned less than 24 hours later. A home test would not be appropriate as it would delay this significantly and put other families within our school community at greater risk.
Please email our new email addresses for informing us as this is the email we will check between 9 and 12pm each morning and again in the evening up to Sunday morning.
cmhead@stpatricksbirstall.co.uk (Mrs Moulding)
jsdeputy@stpatricksbirstall.co.uk (Miss Smith)
This will mean that we see the email straight away as our usual emails are very busy and we will need to begin to gather all the contact information so we are ready to support NHS test and trace and Public Health England straight away should the result come back positive.
2. **You must ensure you inform us straight away of the test result** whether it is negative or positive by sending a screenshot of the result, which must have the child's name and date of the test to the email addresses above.
3. If the result is negative, there will be no further action needed.
4. If the result is positive **you must follow** all guidance and legal obligations to isolate your family and work with NHS test and trace to inform your close contacts. This means contacting myself / Miss Smith also who will support NHS test and trace in contacting the close contacts within school – their class adults and other pupils in their class bubble.
5. If your child develops symptoms from Sunday 31st May onwards you will need to work with NHS test and trace to inform your close contacts but this will not impact on school. Miss





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Smith and I would of course like you to inform us so that we can offer support once school is open for staff after half term.

If we do not receive an email by Saturday 30th May in the evening, we will presume that no pupil has shown any symptoms of COVID over the 48 hour period – which will be wonderful news. Please do NOT wait to inform us of a result but tell us if you need to book one.

If we sadly have a positive case in the first few days of the half term holidays that impacts on isolation for a child in your family, you will receive an email from the school system and not necessarily appear to be from myself or Miss Smith. In this way we can send a bulk email to all those who are close contacts rather than individually which would be less efficient. **It is vitally important that you keep checking your emails regularly**, we are not expected to make phone calls to all contacts in those first few days as we will be doing this from home but send information through email. We will also send the information through the school APP to the class(es) involved. If you receive communication regarding a positive case and your child is a close contact, you are under a **legal obligation** to isolate them for 10 days following the dates and PHE guidance that we send you – even if you have booked some time away as a family.

Thank you for working in partnership with us to ensure we keep our community as safe as possible. Let us hope that we have no pupils or staff that begin with symptoms as I know many families and staff are hoping to spend time with loved ones.

We hope you are all able to have a lovely half term.

With kind regards

Mrs Clare Moulding (Headteacher)

Miss Jenna Smith (Deputy Head)

