

Headteacher  
Mrs Sophie Gosden



National Support School  
designated by



National College for  
Teaching & Leadership

9<sup>th</sup> December 2020

**Additional School Closure Day on Friday 18<sup>th</sup> December 2020**

Dear Mums, Dads and Carers,

You may have seen the recent Government announcement that schools will have an additional closure day on Friday 18<sup>th</sup> December. The Government have made this decision because some school staff will continue to work in the first week of the Christmas holidays to support track and trace.

I can confirm that the school will be closed to pupils on this day and our last day will be Thursday 17<sup>th</sup> December. We apologise for the late notice but we have only just been informed by the Government. Please collect your children in the current usual way and at the same usual times on the afternoon of Thursday 17<sup>th</sup> December.

If your child develops symptoms and is tested positive for COVID-19 over the Christmas holidays, the Government have issued clear guidance about when you should inform the school and when this can be managed by NHS Test & Trace.

When you need to contact the school:

If your child has symptoms either on Friday 18<sup>th</sup> or Saturday 19<sup>th</sup> and **then tests positive** for COVID-19 **on or before Wednesday 23<sup>rd</sup> December**, please contact me directly between 10:00 and 12:00 by emailing me at [head@themill-tkat.org](mailto:head@themill-tkat.org). Please do not email the office, as the office email will not be manned.

When you make contact with me, please be sure to state: your child's name, year group, when they first developed symptoms and the date you received confirmation.

When you should **not** contact the school:

If your child has developed symptoms after Saturday 19<sup>th</sup> December or more than 48 hours after they were last in school. In this instance, please contact NHS Test & Trace.

If your child has a positive test result after Wednesday 23<sup>rd</sup> December. In this instance, please contact NHS Test & Trace.

I will send a further letter out next week to you, sharing our news for the end of term and to remind you of dates and school day arrangements should we need to make any changes. Thank you for your support and understanding about this matter.

Yours sincerely,

Sophie Gosden  
Headteacher

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