

10 December 2020

Dear Parents/Carers

Final day arrangements and end of term track and trace

Please excuse yet another letter from us this week. As you know, we try to minimise our communications to our once per week, weekly newsletter, however today it has been necessary to write to you regarding a COVID case in school, either to let you know that it has happened, and we are working with the Public Health authorities or that your child has been asked to self-isolate as they may have had close contact with a positive case (at the moment just selected Year 7s)

I think it is also vital that we clarify our current plans for the end of term with so much in the press about what is happening.

We will be carrying on as usual this year, which means students will be in right up to the last day on Friday, 18 December. Last day as usual will be a shortened day when the students will be released at 12.30 to go home.

Please note that food will be available as per normal break time and students should collect their lunch food at that time. As ever we are requesting that students do not attempt to go to KFC unless they are accompanied by their parent or guardian.

In terms of COVID we will do all we can to track and trace where we are made aware that someone has tested positive at the Academy for up to 48 hours after the end of term.

We therefore request that if your child has a positive test result at any point from the end of term until Monday, 21 December – just as if they test positive now - we are asking that you contact us via the following email address which will be checked regularly:

office@open-academy.org.uk

We will then contact all students who may be classed as 'close contacts' to ask them to self-isolate and to provide further advice and guidance as appropriate

Please note from Tuesday, 22 Dec it is important that you do not contact the school but follow the national guidelines and isolate accordingly.

Do look out for Friday's newsletter for our usual updates and information

Yours sincerely



Jon Ford
Principal

OPEN Academy

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