



Achievement & Opportunity
for All

THE BROXBOURNE SCHOOL
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Headteacher
Paula Humphreys BSc MBA

15th December 2020

Dear Parent and Carers

As we approach the end of term, I should like to take this opportunity to thank you for your on-going support. While it has been difficult to send groups of pupils home to self-isolate and more recently to close year group bubbles, this has been a successful term with much progress and learning taking place. Teachers have developed creative strategies of teaching from the front and teaching remotely when necessary. I hope pupils are sharing their work on Google classroom and you are finding notifications helpful.

I should like to clarify below when it is necessary for you to report cases of COVID-19 over the Christmas holiday period.

Contact tracing will not be taking place in the usual way during the Christmas break when the school is closed and there is less chance of school-based contacts existing. Please follow the guidance below which sets out when you need to contact the school following a positive test result over the Christmas break.

If your child has a positive test result for COVID-19 after developing symptoms of COVID-19 within 48 hours of being in school:

Please inform the school (admin@broxbourne.herts.sch.uk marked URGENT), stating the date when your child first developed symptoms and providing a copy of the test result or text.

If your child has no symptoms but has a positive test result within 48 hours of being in school:

Please inform the school (admin@broxbourne.herts.sch.uk marked URGENT), stating the reason your child had a test and providing a copy of the test result or text. This is so we can complete the relevant tracking and tracing process with Public Health Hertfordshire and notify any other children or staff who have been close contacts and who need to self-isolate.

Please note the admin email address will only be monitored for the first few days of the Christmas holidays as after this point it is unlikely any contact happened in school.

Where a pupil tests positive for Coronavirus (COVID-19), having developed symptoms more than 48 hours since being in school, the school should not be contacted and parents and carers should follow contact tracing instructions provided by NHS Test and Trace.

Public Health England has asked us to include the following advice in all Coronavirus correspondence.

Remember as soon as your child or any member of your household develops symptoms, they must start self-isolating immediately and book a test regardless of it being Christmas.

Main symptoms of Coronavirus are:

- high temperature
- a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours
- loss or change to sense of smell or taste – this means they cannot smell or taste anything, or things smell or taste different to normal

If you are not sure whether symptoms suggest that they have COVID-19 or an everyday cough or cold, you can consult this online NHS symptom checker:

<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

Please do not send children back to nursery or school if any of the following apply

- they have symptoms of Coronavirus (COVID-19)
- they, any members of your household, or any close contacts (including extended family or friends they have seen and bubbles at holiday activities and sports clubs) have tested positive for COVID-19
- they haven't completed the full 10 day isolation period requested

Self-isolating is one of the most important things we can all do to help stop the spread of the virus and protect our loved ones and the vulnerable. You can read our helpful self-isolating guide at: www.hertfordshire.gov.uk/selfisolatingguide

If you or your family are affected by COVID-19 and need support locally with things like shopping, getting medication or financial advice, visit: www.hertfordshire.gov.uk/coronavirus

All students return to school on Tuesday 5th January 2021 at normal times.

I should like to take this opportunity to wish you a happy but safe time with your families over the Christmas break.

Best wishes.

Yours faithfully



Paula Humphreys
Headteacher