



*Trottiscliffe*  
CE Primary School

9<sup>th</sup> December 2020

Dear Parents and Carers,

You will probably have heard the announcement made by the Schools Standards Minister yesterday that schools in England are now advised to take an **INSET day next Friday, 18<sup>th</sup> December** and have the last day for children in school on 17<sup>th</sup> December.

The primary reason for this is that should any child or staff member develop symptoms after 11<sup>th</sup>, we will be required to work with the track and trace service to identify close contacts and issue formal notifications of a requirement to isolate. By closing the school to pupils on the 17th, and staff completing online training at home on the 18th, this will enable a 6-day window for any developing symptoms resulting in a positive test result so that families are not being contacted by school on Christmas Eve with a requirement to self-isolate over the Christmas period.

We shall be following these government recommendations and will therefore break up for Christmas on Thursday 17th December. So that children do not lose teaching time, we shall be cancelling the INSET day previously arranged for 1<sup>st</sup> April. We do apologise for the late notice but feel it is prudent to follow the guidance provided and accommodate these suggested changes.

We are asked to remind you at this time that should your child develop Covid-19 symptoms when not at school, that you arrange for a test at your earliest opportunity and if your child, or another member of your household, tests positive, that you notify the school as soon as possible via email, including during the holidays.

We are grateful to the parents who have already notified us that their children will not be attending school next week; this is enabling us to make plans and adjustments in response to this. We fully understand many families who are wishing to spend Christmas with elderly relatives want to prevent possible exposure to the virus from school ahead of this. Whilst we know our families at Trottiscliffe truly value their children's education, we can also understand the challenging decisions you are making to try to protect your loved ones.

We are looking at trialling some live English and Maths lessons from school next week and further details will come out later this week regarding these.

Thank you as always for your support, we consider ourselves very lucky to have such a warm school community especially whilst dealing with the impact of the pandemic on life in school.

Yours faithfully,

*Miss Lucy Henderson*

Headteacher

**Headteacher: Miss Lucy Henderson B Ed (Hons)**

Church Lane, Trottiscliffe, West Malling, Kent, ME19 5EB

Telephone/Fax: 01732 822803 E-mail: [office@trottiscliffe.kent.sch.uk](mailto:office@trottiscliffe.kent.sch.uk)