



Friday 18th December 2020

Dear Parents and Carers,

Test and Trace over the Christmas Holiday

Schools in Hertfordshire have been asked to continue supporting 'Test and Trace' procedures over the Christmas break to ensure that Public Health England and the NHS can identify possible transmission lines and reduce infection where possible.

The email address is admin@stjohnsradlett.herts.sch.uk or admin@fairfield.herts.sch.uk. Please use the address for reporting positive cases only. Should you need to inform us of a case, we will need the following information:

- Name(s) of family persons who have tested positive
- Contact phone number and email address
- Date of onset of symptoms (and type of symptoms)
- Date of positive test
- When the pupil was last in school
- Class
- Any specific issues or concerns

We will pass this information on to Public Health England and will also send out further instructions on isolation, testing, etc. to any families affected.

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:

- a 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
- a 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're 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 school in January 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

and they haven't completed the full 10-day isolation period requested.



The Poppy Academy Trust

Executive Headteacher: Mrs A. Aharon

St John's CE Infant and Nursery School

Head of School: Mrs D. Leggett

Gills Hill Lane, Radlett, Hertfordshire, WD7 8DD
01923 856594 | admin@stjohnsradlett.herts.sch.uk
www.stjohnsradlett.herts.sch.uk

Fair Field Junior School

Head of School: Mrs C. Goodwin

Watford Road, Radlett, Hertfordshire, WD7 8LU
01923 856341 | admin@fairfield.herts.sch.uk
www.fairfield.herts.sch.uk

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

Yours sincerely,

Alice Aharon
Executive Headteacher
CEO of The Poppy Academy Trust