

24th September 2020

Dear Parent/Carer

As you may be aware, a pupil in Year 11 has tested positive for Covid-19.

This pupil has not been in the building since Monday 21st September. We were informed of this positive test result just before the start of school on Thursday 24th September. You will know that the safety of pupils, staff and all of our families is my principal concern. To that end, we sent a text message to ask all Year 11 pupils to remain at home today to allow time for the school to carry out thorough track and trace procedures. This has involved examining seating plans, checking proximity for every lesson and identifying potential contacts before and after school, at break and at lunchtime.

We have now concluded this investigation and I can confirm that your son/daughter has been identified as a close contact.

A close contact is:

- A person who has had contact within one metre for one minute or longer without face-to-face contact.
- A person who has been coughed or sneezed on.
- A person who has been within 2 metres of someone who has tested positive for Covid-19 for more than 15 minutes.
- A person who has travelled in a small or large vehicle with, or near someone, who has tested positive for Covid-19.
- A person who has had face to face conversation within one metre.
- A person who has had skin to skin contact.

Your child will now be required to self-isolate for 14 days.

This begins from the day your child last had contact with the pupil which was Monday 21st September, therefore your child must self-isolate up to Sunday 4th October inclusive.

Your child can return to school on Monday 5th October.

During self-isolation your child must follow the measures below:

- Do not go school or public places.
- Do not go on public transport or use taxis.
- Do not go out to get food and medicine.
- Do not have visitors in your home, including friends and family.
- Do not go out to exercise – exercise at home or in your garden, if you have one.

Household members of pupils asked to self-isolate do not need to self-isolate themselves unless your child subsequently develops symptoms. If they do begin to feel unwell with Covid-19 symptoms the household will need to self-isolate and the child must get a test.

If this is negative, the household do not need to self-isolate, however the child must continue to self-isolate for the remainder of their 14 isolation period.

If the test is positive, you must inform school immediately, the pupil must continue to self-isolate for a further 10 days from the onset of their symptoms and the household should self-isolate from 14 days from the onset of their symptoms.

For further advice on self-isolation please go to <https://www.nhs.uk/>

If your child is feeling fit and well during their self-isolation period, we are expecting them to complete their school work at home. We will set work each day for all pupils following their usual timetable.

For your information, the current school day is outlined below:

Start	Finish	Lesson	Teaching Time
8:40 AM	9:00 AM	Registration	20 minutes
9:00 AM	9:50 AM	Period 1	50 minutes
9:50 AM	10:40 AM	Period 2	50 minutes
10.40AM	12:05 PM	Period 3 + 4 Break sittings	1 hour 15 minutes + 15 minutes Break
12:05 PM	1:45 PM	Period 4 + 4 Lunch sittings	1 hour 10 minutes + 30 minutes Lunch
1:45 PM	2:50 PM	Period 5	55 minutes – 1 hour 5 minutes

As we hope that pupils will not be working at home for any extended periods, we ask that they try to maintain the routine of working during normal school hours. We appreciate that it may not always be possible to replicate to the exact timetabled times; although work should be completed on the day it is set. We would not expect pupils to spend longer than the normal teaching time for any lesson actively engaged in their learning activities, even if they are not able to complete the task in full. A copy of the timetable for each year group will be available on the Hollingworth Academy website, so that parents/carers are able to see which subjects their child should be studying each day.

All work can be accessed via Google Classroom (VLE Platform). If your child has no access to ICT equipment, we will provide paper based work, which is available for collection from our school reception. Please contact Mrs Hartley, Head of Year 11 at mhartley@hollingworthacademy.co.uk if this is the case. Pupils will be expected to submit work to their teacher as indicated on the Google Classroom activities.

Google Classroom will also be used by staff to monitor completion of work and to feedback to pupils on areas to improve and to celebrate success. Google Classroom also allows pupils to ask for help if needed, or to seek advice from specific teachers about the work which has been set.

A guide to support you with Google Classroom can be found on the Hollingworth Academy YouTube page. If you have any further questions about accessing our VLE platform, please contact itsupport@hollingworthacademy.co.uk

I understand that this is a very difficult and stressful time, and as mentioned previously, our prime concern is the health and safety of our pupils, their parents and carers, our staff and their families. I will ensure that you remain updated of any further developments should they arise in the future. If you have any further questions or concerns, please do not hesitate to contact Mrs Hartley, Head of Year 11 at mhartley@hollingworthacademy.co.uk in the first instance.

I hope that you and your family remain safe and well.

Yours faithfully



Mr D Randle
Headteacher

RESPECT



RESPONSIBILITY



RESILIENCE



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