

Dear Parents and Carers,

Just a reminder re reporting symptoms after school closes tonight.

If your child develops symptoms up to and including Sunday 20<sup>th</sup> December which results in a positive test, up to 24<sup>th</sup> December, then you must inform us.

*(We originally said up to and including Monday 21<sup>st</sup> December but it has been confirmed that we only need to be informed about symptoms up to and including Sunday 20<sup>th</sup> December which result in a positive test).*

Please inform us of a positive test via email – [tanfieldlea@durhamlearning.net](mailto:tanfieldlea@durhamlearning.net)

Please title the email '**Positive Test Result**' and include the following information:

**Name of your child:**

**Class of your child:**

**Date your child's symptoms started:**

**Date your child had the test:**

**A contact telephone number for you:**

If I receive an email informing me of a positive test result I will contact Public Health and may have to ring you for further information. If I do ring you, the number will come up on your phone as 'Caller ID Unknown'. Please answer this.

If your child develops coronavirus symptoms from Monday 21<sup>st</sup> December onwards, they must be tested and, if positive, follow the advice of Test and Trace. **You do not need to inform the school of any symptoms which occur from Monday 21<sup>st</sup> onwards.**

**I will check the school email address ( [tanfieldlea@durhamlearning.net](mailto:tanfieldlea@durhamlearning.net) ) every morning at 9 a.m. up to and including Christmas Eve. After that, the email address will not be checked.**

**It is crucial that all parents check their emails daily as if we do have a positive case I will have to contact the parents of all children who have been in contact with the child who has tested positive.**

Many thanks. I hope everyone is able to enjoy a safe and happy Christmas.

Thanks again for all your support and we look forward to welcoming everyone back on Monday 4<sup>th</sup> January 2021.

All the best.

Kay Hemmings  
Head Teacher