

Autumn Term – w/e 11th December 2020

Dear Parents,

This is part one of our end of term newsletter, which contains all the necessary reminders about procedures. Next week, part two will include the fun stuff: festive activities and photos!

I am sure that you will have heard the DfE's announcement suggesting that schools have an INSET day on Friday 18th December. We will NOT be doing this for the following reasons:

- It is NOT an additional INSET day. The DfE requires that schools move one of their planned INSET days to 18th December. The notice for this is far too short and we have already booked training for our three remaining days.
- We realise that childcare could potentially be an issue for parents and staff and, again, there is insufficient notice for this to be arranged.
- It is NOT an additional day of holiday for teachers; the DfE requires the day is used for training in exactly the way we normally would. We already have this booked and paid for on 4 January, after we have all had a rest and are in a better position to take on a full day of professional development.
- We have activities planned for the children for Friday 18th December and we are not going to move them around at such short notice.

Pick-up times for 18th December

Year 5 - 2.15pm

Year 3 - 2.20pm

Year 6 - 2.25pm

Year 4 - 2.30pm

Punctuality and drop-off times

The current times will remain unchanged for the beginning of next term.

Year 5 - 8.30 Year 3 - 8.35 Year 6 - 8.40 Year 4 - 8.45

If you have a child in more than one year group, please bring them both at the **earlier** time.

At our recent meeting with Surrey's Inclusion Officer, who monitors our registers, she noted that punctuality has slipped. **Every child should be in school by 8.50am.** Any child arriving after that time will be marked as late. Arrivals after close of register time (9.15am) will be marked as absent, no matter what the time of arrival.

Contract tracing after 18 December

The government requires that schools maintain contact with parents and staff for the first few days of the Christmas holiday, in the event of any positive COVID-19 cases.

If a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms **within 48 hours of being in school**, the school is asked to assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in school.

As it is the school holidays, the office email address will not be monitored, therefore, in the event of a positive result, please email Mrs Chiverton directly at **head@stjudes.surrey.sch.uk**

Where a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms **more than 48 hours since being in school**, then you must follow contact tracing instructions provided by NHS Test and Trace.