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Cottingham High School  
and Sixth Form College



Dear Parent/Carer

### Christmas Closure confirmation

As you will be aware the Autumn Term has been challenging for our school and wider community, as the COVID Infection rates in the Yorkshire and Humber area have continued to be very high. As a school, we have worked tirelessly with the relevant Public Health and Local Authority teams to take on a much wider health responsibility to support the test and trace efforts to reduce the spread of the infection within our community and will continue to do so.

Despite the fact the Government has suggested an additional staff training day be taken at the end of the Autumn term, I am writing to confirm that our school will close as planned on Friday 18 December but at 12.30pm. We appreciate that to significantly change arrangements so late in the day would cause challenges for our parents and families at an already uncertain time.

We would like to make you aware of the following arrangements, which have been advised by the Department for Education and Public Health England, regarding positive case identification and community tracing over the festive break.

#### Between Friday 18 December and Wednesday 23 December:

- Where a learner or staff member tests positive for coronavirus (COVID-19), having developed symptoms **more than 48 hours** since being in school, the school **should not** be contacted. Parents and Carers and staff should follow contact tracing instructions provided by NHS Test and Trace.
  - **Between Friday 18 December and Wednesday 23 December:** if a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms **within 48 hours of being** in school, they should use the systems in place to contact the school via the COVID 19 email. CHS staff will support the Test and Trace team as the individual may have been infectious whilst in school and we will activate the necessary guidance to prevent further spread.
    - **\*Please be aware that the school leadership team will not be on call 24 hours as currently, the email will be monitored once per day.**



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- **Between Wednesday 23 December and Monday 4 January 2021:** If a positive test for COVID is received by a member of staff or pupil, they must follow the advice of the NHS Test and Trace team and **NOT** use the current school systems.

I appreciate that this is a concerning time for parents and some have expressed anxiety about being able to share a family Christmas, in line with Government guidelines, in the event of a period of self-isolation from a bubble closure. I would like to offer you our continued reassurance that we are working very hard as a staff team to ensure that the health and well-being of our children and young people is our first priority. It is vitally important for all of us to follow all guidelines to keep your family and community safe. In addition, we hope that you will support us in following the guidance above to enable our staff to enjoy a similar experience with their families.

#### Further news and information

I would like to thank everyone who took part in our Christmas card competition. This year, we had unprecedented entries of a very high standard and therefore chose five winners rather than the usual one. Congratulations to everyone who took part.

The response from our school community to support our local foodbanks and Candlelighters has been immense and will be hugely appreciated by those in need.

On the last day of term we will finish at 12.30pm. If your son/daughter is entitled to a FSM can you inform the school office and we will make sure there is a grab-a-bag for your child to take with them.

This day will also be Christmas Jumper Day and there will be prizes for each year group for the worst, the best and the loudest Christmas jumper. I urge everyone who can to take part, in this bit of last day fun.

Finally I wish to finish by thanking each and every one of you for your continued trust in the school in ensuring that we have sustained a positive attendance rate and a supportive and a productive learning environment throughout what can only be described as one of the craziest years in human history.



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Have a safe and enjoyable Christmas with those you hold dear.

Loz Wilson

