

09.12.2020

Dear Parents, Guardians, Carers, Children and Young People,

I hope that you are well and keeping safe in this lead up to the Christmas period.

You will be aware from my previous emails that we are continually seeking to ensure safety in our schools and to mitigate the inherent risks of the pandemic impacting on our schools and our families. We understand how important it is to all of our families as we reach the end of the term to have the opportunity to have time with families and we want to support that as much as we can.

Yesterday the Government announced that Academies are able to make some short notice changes to planned INSET days for the forthcoming year, focusing particularly on **Friday 18th December**. We have been told that we can put an INSET Day on Friday 18th, if we have not already done so, to provide a further opportunity for a break for families and staff from school related contact in order to further reduce the possibilities of Covid notifications impacting on family holiday plans. In light of this we have taken the decision close **all schools** on **Friday 18th December** and use this day as an INSET Day for preparation and training for our staff teams. **Thursday 17th December** will now be the last day of term for all schools in the Trust.

We understand that this is short notice, however we also want parents to be aware that our school staff are required by the Government to still contact trace for 6 days after schools have closed. By taking this decision schools will not be contacting families on Christmas Eve if there is a confirmed case in the school.

In order to help us to provide a further layer of protection in the lead up to the end of term, we ask that you please do not send your child(ren) into school if they are showing any COVID-19 symptoms; and please let schools know if your child is symptomatic at the earliest opportunity to allow schools to plan as best as possible.

From **Friday 18th December**, please report all confirmed cases to confirmedcovid@lydiardmillicentceps.org. This email address will be monitored between 9 and 10am daily. In line with guidance, any emails received after this time will be dealt with the following day. If there is a confirmed case parents will be contacted using the school's usual communication methods (email, text or parentmail, etc).

In light of the flexibility given to Academy Trusts, we have also advised schools where they do not have an INSET Day on 4th January, to move one from later in the year to this date. This will help us to risk assessment and appropriately respond to the start of term to ensure that we can have our schools open for pupils to return. Given this guidance your child's school has also taken the decision to take an INSET Day on 4th January 2021.

It is my hope that taking these measures will provide a little more reassurance in the lead up to the Christmas break, which will enable families some more hope in planning their time together.

As ever, I am holding you all in my thoughts and prayers. Keep safe and well.

With kind regards,

Jez Piper

CEO

Diocese of Bristol Academies Trust