11 February 2021

Dear Parent/carers,

In order to continue to limit transmission of COVID-19 across North Tyneside we are asking parents and carers to let the school know if their child tests positive during the February half term (W/B 15th February).

If your son or daughter receives a positive COVID-19 test during the half term week, please contact the school immediately on 0746557703 and 07413041265 and provide the following information:

**Name of child**

**Class/year group**

**Date of the COVID-19 test**

**Does the child have symptoms? Yes or No**

**What date did the symptoms start?**

**What date did the child last attend school?**

It is very important that you provide this information so that the school can identify any close contacts that your son or daughter may have had in school during their infectious period. The school will then follow up close contacts and request that they isolate for 10 days to prevent further transmission of COVID-19.

Please note that you should also report any close contacts that your child has had outside the school setting through NHS Test and Trace.

Thank you for your help in this matter

Yours Sincerely



**Diane Buckle**

**Assistant Director of Education**

**Wendy Burke**

**Director of Public Health**