

9<sup>th</sup> December 2020

Dear Parents and Carers,

You may have seen the recent Government announcement that schools will have an additional closure day on Friday 18<sup>th</sup> December. The Government have made this decision because staff may need to continue to work in the first week of the Christmas holidays to support track and trace.

I can confirm that the school will be closed to students on this day and our last day will be Thursday 17<sup>th</sup> December. We apologise for the late notice, but we have only just been informed by the Government. *Thursday 17<sup>th</sup> will be a normal day ending at 3pm for years 7,8 & 9 and at 3.15 for years 10 & 11.*

If your child develops symptoms and is tested positive for COVID-19 over the Christmas holidays, the Government have issued clear guidance about when you should inform the school and when this can be managed by NHS Test & Trace.

**When you need to contact the school:**

If your child has symptoms either on Friday 18<sup>th</sup> or Saturday 19<sup>th</sup> then tests positive for COVID-19 on or before Wednesday 23<sup>rd</sup> December, please contact the school between 10:00 and 12:00 by sending an email to [office@kha-tkat.org](mailto:office@kha-tkat.org)

When you make contact please be sure to tell us your child's name, Year group, when they first developed symptoms and the date you received confirmation.

**When you should *not* contact the school:**

If your child has developed symptoms after Saturday 19<sup>th</sup> December or more than 48 hours after they were last in school. In this instance, please contact NHS Test & Trace.

If your child has a positive test result which returns after Wednesday 23<sup>rd</sup> December. In this instance, please contact NHS Test & Trace.

We would like to thank all connected with the school and its students for your support over what has been a challenging, difficult but highly rewarding first term. We wish you all a happy Christmas and a prosperous new year.

The school will be open again to all students on Monday January 4<sup>th</sup>.

Best wishes & kind regards



Steve Fisher  
Executive Headteacher