

3rd December 2020

Dear Families,

I hope this letter finds you well and continuing to cope with current challenges.

It has reached the point in the term when I write to you to confirm Christmas arrangements. This would usually be very straight forward, just announcing a shorter day on the last day of term. This year there is a more complex process to outline, with wider implications around mixing over the Christmas break.

We have been very fortunate in recent weeks as we have not had to send any groups of children home to isolate; this is by no means guaranteed to continue up to the Christmas holiday. I will outline the processes around track and trace and possible Christmas isolation. To be very clear, after Friday 11th December, if your child is required to isolate, it will include Christmas Day.

Contact with a positive case in school	End of isolation period
Thursday 10 th December	Thursday 24 th December
Friday 11 th December	Friday 25 th December
Monday 14 th December	Monday 28 th December
Tuesday 15 th December	Tuesday 29 th December
Wednesday 16 th December	Wednesday 30 th December
Thursday 17 th December	Thursday 31 st December
Friday 18 th December	Friday 1 st January

I am highlighting this to be sure you factor these possibilities in when you are making your Christmas plans. We will feel awful telling children they need to isolate over Christmas, but we will have to do this if cases do occur in school in the run up to the holiday. It is even possible we will be informed about a positive case after we break up, so you may hear from us during the first week of the holiday.

Clearly, no-one wants to tell children to isolate over Christmas. Please can I urge you to be ultra-vigilant over the coming two weeks and not to send in any child if anyone in your household shows any coronavirus symptoms. Only send your children in once you have had a negative test result for the child or household member(s).

Furthermore, I urge you not to mix across households in advance of the Christmas break; this will again increase the likelihood of your child bringing the virus in to school.

In terms of the last day of term, it clearly would not be sensible for us to change our times or have all children leave together. Friday 18th December will be a full school day, in terms of timings. Everyone will start and finish as per their current timings and wear full school uniform.

School starts again on Monday 4th January. Again, please do not send anyone into school if they, or a member of your household, has Covid symptoms. If a household member does test positive during the break please email us on covid19@shuttleworth.lancs.sch.uk so we can clarify return to school dates with you.

If you have any questions about any of this information please do contact us via your child's pastoral leader. Please do consider the information carefully if you are planning on mixing with vulnerable family members from the 23rd December.

We do need to bring your attention to a couple of other things around food and PE kit. Given how much information is contained here, I will put this in a separate letter next week.

Please stay safe and look after each other.

Kind Regards,



Mrs R England
Headteacher