

December 2020

Pathfinder Multi Academy Trust  
Archbishop Holgate's School  
Hull Road, York YO10 5ZA  
T: 01904 411341  
E: [info@pmat.academy](mailto:info@pmat.academy)  
W: [www.pathfindermat.co.uk](http://www.pathfindermat.co.uk)

Pathfinder Multi Academy Trust is an exempt charity registered in England and Wales.  
Company Number: 07559610.  
Registered Office: Archbishop Holgate's School, Hull Road, York YO10 5ZA

Dear Parents and Carers

## Christmas Holiday Coronavirus Arrangements

As our schools prepare for the end of term, we wanted to contact all parents and carers to explain the coronavirus reporting arrangements for the Christmas holidays.

The Department for Education published new guidance last week which requires schools to be contactable for the first six days of the holidays to assist in the contact tracing of any confirmed coronavirus cases within the school.

### What do I need to do?

If your child tests positive for coronavirus, having developed symptoms **within** 48 hours of when they were last in school, you should contact your child's school as soon as possible after receiving the positive test result. You should do this by email to [office@hempland.pmat.academy](mailto:office@hempland.pmat.academy). **Do not** leave a message on the school's answering machine as it will not be checked.

When reporting a positive case, you should include the following information:

- your name
- your child's name
- when you received the positive test result
- when your child first began with symptoms (date and time)
- a contact number should the school require any further details

If you receive a positive test result between Saturday 19 December and Thursday 24 December, you should report this to your child's school as soon as possible by email as above. If you receive a positive test result after this date, you **do not** need to contact your child's school but should follow the contact tracing instructions provided by NHS Test and Trace.

If your child tests positive for coronavirus, having developed symptoms **more than** 48 hours after they were last in school, you **do not** need to report this to school either but you should follow the NHS self-isolation guidance: <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>

**Remember, only individuals who have coronavirus symptoms should get a test.**

### What happens if there is a confirmed coronavirus case at my child's school?

If a school receives notification of a positive coronavirus case before Thursday 24 December, the school will follow its usual contact tracing procedures in line with government guidance and with support from Pathfinder's Operations Team. Schools will contact the parents/carers of any students identified as

#### Our Partner Schools

potential contacts by text or email. Whilst we sincerely hope that we won't need to do this, we apologise in advance for any disruption this may cause to families over the Christmas break.

### **What happens if my child has symptoms or tests positive before the start of the new term?**

If your child is self-isolating because they have symptoms, are waiting for a test result or have tested positive for the virus, please inform your child's school in the usual way at the beginning of term.

If a member of your household or support/childcare/Christmas bubble has symptoms, is waiting for a test result or tests positive, everyone in your household and all bubbles you are part of must self-isolate as per the government guidelines.

### **Contact us**

If you have any questions, please do not hesitate to contact your child's school or email us directly at Pathfinder on [info@pmat.academy](mailto:info@pmat.academy).

Thank you for your continued understanding and support.

Yours faithfully,



**Mr A Daly**  
Chief Executive Officer



**Mrs M Bowling**  
Chief Operating Officer