



WADDINGTON  
REDWOOD  
A PRIORY ACADEMY

12<sup>th</sup> February 2021

Dear Parent/Carer,

**Re: Contact tracing for children who are attending school**

I am writing to confirm that when children develop symptoms of Covid-19 on or before Sunday 14<sup>th</sup> February and test positive following these symptoms or have a test on or before Sunday 14<sup>th</sup> February if they are asymptomatic, the Academy will support in tracing close contacts and informing families where other children need to isolate. If this is the case, we ask that you email the Academy using the following email address, **Covid19@redwood.lincs.sch.uk**. Please include in the email your child's details along with the date they started to show symptoms, the date of the test and positive outcome. We will then take the necessary steps to identify and inform any close contacts. Please do not contact us through any other e-mail address as this is the only e-mail address that will be monitored during this period.

If a child develops symptoms after Sunday 14<sup>th</sup> February, the Government guidance regarding testing and medical support should be followed; pupils and staff should follow contact-tracing instructions provided by NHS Test and Trace.

The main symptoms of coronavirus are:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature);
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual);
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

The last day of term remains **Friday 12<sup>th</sup> February** and the Academy will re-open to the children of critical workers and vulnerable children on **Monday 22<sup>nd</sup> February**.

Yours sincerely,

Mrs F Kent  
Headteacher

**Headteacher:** Mrs F Kent BSc (Hons) QTS NPQH

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Waddington Redwood Primary Academy is part of The Priory Federation of Academies Trust. For further information please contact The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW **Telephone:** 01522 889977  
Registered Company No: 6462935. DfE Registration No: 136194



## Parent/Carer Guide to Notification of Covid Positive Test Results to the Academy during the holiday period

Date	Parent method of alerting the Academy		Actions to take
	Phone	Email	
13 <sup>th</sup> – 21 <sup>st</sup> Feb	No	Yes	<p>Contact us on <a href="mailto:Covid19@redwood.lincs.sch.uk">Covid19@redwood.lincs.sch.uk</a></p> <p>Email if your child tests positive on these dates <b>and was showing symptoms prior to the end of term and was in school.</b></p> <p>The Academy will inform parents/carers of the need for their child to self-isolate if there has been close contact with a Covid positive case.</p> <p>Please provide the following details in your e-mail: your child's details along with the date they started to show symptoms, the date of the test and positive outcome.</p>
15 <sup>th</sup> - 21 <sup>st</sup> Feb	No	Yes	<p>Contact us on <a href="mailto:Covid19@redwood.lincs.sch.uk">Covid19@redwood.lincs.sch.uk</a></p> <p>Email if your child tests positive on these dates <b>and was showing symptoms prior to the end of term and was in school.</b></p> <p>A Covid-19 positive test means that you should self-isolate for 10 days from the date of the first symptoms or if asymptomatic from the date of the test. <b>NHS Track and Trace</b> should inform any close contacts of the need to self-isolate. Children in school will not have been in close contact within the previous 2 days.</p>