



NOTTINGHAM GIRLS' ACADEMY

*We believe in creating a community empowered with the qualities,
skills and qualifications to enter the next phase of life with
confidence and ambition.*

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9 December 2020

Dear parents and carers

End of Term Plans – Change of Plan!

Yesterday I wrote to you with our plans for the end of term.

No sooner had we sent you that letter, than we received the daily Department for Education Coronavirus Briefing advising us of the role schools are expected to play in contact tracing after the end of term and also advising that we consider holding an INSET day on Friday 18 December.

In yesterday's briefing, the DfE told us:

Public Health England has agreed a 6 day window after the final day of teaching in which schools and further education providers are asked to remain contactable so they can assist with contact tracing where necessary. This will allow enough time for positive coronavirus (COVID-19) cases to be identified and confirmed by a test and for relevant contacts in the education setting to be traced.

To ensure that staff get the time off they need and deserve, schools may wish to use an INSET day, making Friday 18 December a non-teaching day and using the day for staff training, which could be delivered online.

[Schools] should not limit attendance at school before Friday 18 December. It remains vital for all children to be in school up to the last day of teaching.

In response to this advice, our end of term plans will now change as follows:

Inset Day - Friday 18 December 2020

We will follow the DfEs advice and **we will now hold an INSET day on Friday 18 December.**

We had made provision for one additional INSET day to be set during the year (we had intended to coincide it with Eid). It therefore does not change any of the other dates on our published calendar.

Final Teaching Day - Thursday 17 December

All pupils are expected to attend school up to and including Thursday 17 December.

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- We strive to fulfil everyone's learning potential. • We value high standards, hard work and a ceaseless desire to improve.
 - We provide a safe, kind, nurturing and inclusive environment. • We enjoy the journey together.



Thursday 17 December will be a non-uniform day for pupils. Those that have PE or Dance lessons will be expected to attend in activewear.

We will **not** finish school early on this day (as had previously been the plan when the final day of teaching would have been the 18 December).

Wednesday 16 December

We will still hold the Save the Children Christmas Jumper Day and School Christmas Dinner on Wednesday 16 December.

IMPORTANT: Reporting Positive Covid Cases After the End of Term

From 18 to 23 December, parents are expected to report any positive pupil cases of Covid-19 to us so we can trace close contacts. **This is only necessary if the infected pupil was in school during the 48hrs before symptoms started.**

To report a case, parents will need to visit the [Reporting a Positive Pupil Case of Covid-19](#) page of our website and complete the form in full.

This can be done at any time between 18 December and noon on 23 December. I will check submissions at 9am and noon each day. Submissions after noon will be dealt with the following morning. You will receive an email confirmation of your submission. We will only contact you if we have any further queries.

Staff will then send a text message and email to any close contacts that are identified as having been in close proximity to the infected pupil during the 48hrs prior to symptoms starting.

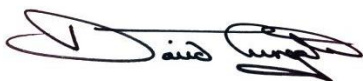
It is therefore essential that, before the end of term, you ensure all your contact details are up to date. Please complete the [online contact details form](#) if you think your details need updating.

Hands. Space. Face. Be Alert.

I sincerely hope you have no need to report a positive case to us and nor do we need to contact you to ask your child to self-isolate. The best way you can help avoid this is to continue to encourage your children to follow the guidance on [Hands. Face. Space. Be Alert.](#)

I would like to wish you and your families a happy, healthy, relaxing and enjoyable Christmas break and look forward to seeing everyone back at school on **Monday 4 January 2021**.

Yours faithfully



David Tungate
Principal
Nottingham Girls' Academy

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