



Caston Church of England Primary Academy

Executive Headteacher: Mrs Sarah Disney

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9th December 2020

Dear Parents/Carers

Some of you may have seen in the media or heard through other schools that the Department for Education would allow schools to use an inset day to close a day early for Christmas.

DNEAT have considered a range of factors and have spoken to their partners when taking this decision. They have also considered the responses from Head Teachers and discussed the impact this could have on parents and families.

The decision has been made that within DNEAT and St Benet's we will not alter our INSET calendars; therefore, we will finish school as planned on Friday 18th December.

If a child or member of staff who has been in school tests positive for Covid-19 on either Saturday 19th, Sunday 20th or Monday 21st December, this must be reported to the school so that we are able to identify the affected class and staff. If we are notified of a positive case on either of these days, we will notify you of the need for the children/staff to self-isolate via an emailed letter. If your child tests positive for Covid-19 in the above timespan please email office@caston.norfolk.sch.uk (please note the phones will not be manned on this date and only emails related to a positive Covid-19 case will be dealt with).

From 22nd December if you need to report any positive tests that will impact on your child's return to school, then please use the usual absence reporting procedures.

Kind Regards

Sarah Disney
Executive Headteacher