



## Caston Church of England Primary Academy

Executive Headteacher: Mrs Sarah Disney

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19<sup>th</sup> March 2021

Dear Parents/Carers

We are writing to you regarding reporting a positive Covid-19 result over the Easter holidays.

If a child or member of staff who has been in school tests positive for Covid-19 and their symptoms started or their test was taken before 3.15pm on Sunday 28<sup>th</sup> March, this must be reported to the school so that we are able to identify the affected class and staff.

If a child or member of staff who has been in school tests positive for Covid-19 between Monday 29<sup>th</sup> March and Thursday 1<sup>st</sup> April but their symptoms started before 3.15pm on Sunday 28<sup>th</sup> March, this must also 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 any 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](mailto:office@caston.norfolk.sch.uk)

(Please note the phones will not be manned on these dates and only emails related to a positive Covid19 case will be dealt with).

After the 1<sup>st</sup> April 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

Mrs Sarah Disney  
Executive Headteacher