



Nene Way  
St. Ives, Cambs.  
PE27 3WF  
Phone: 01480 466919  
Fax: 01480 498248  
[www.wheatfields.cambs.sch.uk](http://www.wheatfields.cambs.sch.uk)



Mrs Theresa Thornton  
Headteacher  
Mrs Emma Verney-Davies  
Deputy Headteacher  
Mrs Gemma Edwards  
Assistant Headteacher

10<sup>th</sup> February 2021

### **Important Covid-19 Track and Trace Information**

Dear Parent/Carer,

You are receiving this letter because your child/children has been attending school during the current Lockdown 3.

We have a commitment to support the track and trace process over the February half term, in the same way as we did over the Christmas period. Please see the summary table below:

Symptoms began on (or date of positive test if asymptomatic)	Between Monday 8 <sup>th</sup> – Friday 12 <sup>th</sup> February	Saturday 13 <sup>th</sup> February	Sunday 14 <sup>th</sup> February up until 3.00pm	Monday 15 <sup>th</sup> February – Monday 22 <sup>nd</sup> February
Schools responsibility: School contact tracing required IF POSITIVE CASE HAS BEEN IN SCHOOL.	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact. Notified individuals will have to self-isolate.	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact on <b>Thursday 11<sup>th</sup> and Friday 12<sup>th</sup> February.</b> Notified individuals will have to self-isolate.	Parents Inform school immediately. School will notify individuals within respective bubble who may have come into contact on <b>Friday 12<sup>th</sup> February.</b> Notified individuals will have to self-isolate.	Unless testing was delayed following onset of symptoms, case was not in setting and therefore there is no need to contact school.
We have a designated email address for parent/carers to contact us in the event of symptoms or a confirmed case. This email, <a href="mailto:covid@wheatfields.cambs.sch.uk">covid@wheatfields.cambs.sch.uk</a> , is to be used exclusively for contact tracing purposes and no other communications.				





Nene Way  
St. Ives, Cambs.  
PE27 3WF  
Phone: 01480 466919  
Fax: 01480 498248  
[www.wheatfields.cambs.sch.uk](http://www.wheatfields.cambs.sch.uk)



Mrs Theresa Thornton  
Headteacher  
Mrs Emma Verney-Davies  
Deputy Headteacher  
Mrs Gemma Edwards  
Assistant Headteacher

Parental Responsibility	Parents to notify close contact family and friends and follow advice as per NHS Covid-19 guidelines <a href="http://www.nhs.uk/conditions/coronavirus-covid-19/">http://www.nhs.uk/conditions/coronavirus-covid-19/</a>
-------------------------	---

In order to ensure these arrangements work effectively please adhere to the following:

- Parents to seek tests via testing centres rather than via postal tests as this can significantly delay confirmation of results. Results are normally forthcoming in 24 hours via test centres.
- Parents to notify school if children have symptoms after schools closes (as outlined above) – even when waiting for a test result, families can be advised to take necessary steps whilst awaiting confirmation.
- So as to minimise the risk of infection within school (and the wider community) please ensure you continue to adhere to social distancing protocol.

If there is anything you are at all unsure about regarding these arrangements please contact the school before we break for half term.

Kind regards,

Mrs Theresa Thornton  
Headteacher

