

Aspiration
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Roding Valley
HIGH SCHOOL

Information for Parents regarding End of Term Arrangements and COVID19 Contact Tracing over the Christmas Holiday period

10th December 2020

Dear Parents and Carers,

I am writing to clarify the expectations around our end of term arrangements, reporting cases of COVID19 and undertaking contact tracing over the Christmas holiday period.

Friday 18th December will now be a '**Remote Learning Day**', students will receive links to their 'live lessons' and should access their lessons from home. The school was due to close to students at **12.30pm**, so students will follow their normal timetable until the end of period 4. This will significantly reduce the risk of transmission in the school community which at this time has the potential to increase the number of students and their families being told to self-isolate over the Christmas period.

Your son/daughter will be able to access their lessons using both our **Google Classroom and Google Meet platform**. Our teachers will be '**live streaming**' these lessons from school so that your son/daughter can access them live and not miss any of their vital learning. The lessons will take place in line with their usual school timetable to Period 4 and teachers will make their '**live links**' available.

Before accessing these live lessons, please do read our 'Live lesson etiquette' guide below. There is also a helpful video to explain this. I also need to state that when joining live lessons, all students must join using their Roding Valley High School email address. Anyone trying to join using a personal email address will be denied access by the teacher (for safeguarding reasons).

 [Live lesson etiquette.pdf](#)

 [Live Lesson Etiquette](#)

For technical support with accessing live lessons (where to find live lesson links etc.), please click below:

 [Using Google Meet for Live lessons](#)

If your son/daughter cannot access these lessons live, then subject teachers will continue to store **lesson material** (PowerPoints and other documents) on our usual Google Classroom platform in the 'material' section for each subject. This lesson material can be accessed at any time of the day, and will still allow your son/daughter to keep on track with their learning.

Please note that in some cases, our teachers will be teaching students both in real time (face to face) and live streaming to those at home. I'm sure you will appreciate that there may be



some minor technical difficulties; but we will do everything we can to resolve them and continue to provide top quality teaching.

All staff will be on the school site delivering their 'live lessons' and there will be an on-site provision for children who are vulnerable or disadvantaged, in that they do not have any access to IT at home or are children of critical workers. We will make contact with our more vulnerable families but please let Miss Dyer, sdyer@rodingvalley.net know by **Tuesday 15th December** if you believe your child should attend.

As you know schools have played a vital role in reducing the spread of COVID19 over the last 9 months. One way in which they have done this is by undertaking contact tracing on behalf of the Essex Contact Tracing team. They identify any individuals who have been in close contact at school with someone who has tested positive for COVID19, during the time that is considered the contagious period. This is from two days before the person's symptoms are displayed. Those individuals are then required to self-isolate for 14 days because they are at risk of having contracted COVID19 and being contagious themselves.

This contact tracing will not be taking place in the usual way during the Christmas break when schools are closed and there is less chance of school-based contacts existing.

Please follow the guidance below if your child begins to show symptoms of COVID19 during the Christmas break.

1) If your child develops symptoms of COVID19 within 48 hours of being in school.

- You must seek a test for your child and the household must isolate at home until the test result is returned. You should let your school know that this has occurred. The quickest way to obtain a test is to book a test at your local testing centre via <https://www.gov.uk/get-coronavirus-test>. Please do not use postal tests unless absolutely necessary as these take longer.
- If the test result is positive for COVID19, you must inform your school, who will identify if there are any other individuals within the school community who are impacted by this.
- If the test result is negative, you should inform the school and you do not need to take any further action.

You should contact the school by email on COVID@rodingvalley.net between the **hours of 9am and 12pm**. You **must** provide the following:

- **Name of your child,**
- **Date of symptoms starting,**
- **Names of students that are in close friendship groups from outside their classes (but only those they spent time with in school in that immediate period)**

COVID@rodingvalley.net is the **only email** that we will be accessing regarding positive cases, please do not email individual staff members or the Office as these will not necessarily be picked up in the appropriate time frame necessary. Please do not leave messages on the school phone lines. You can email outside of these times but we will be actioning Track and Trace during the **hours of 9am and 12pm** so please do check your emails in the first days of the holidays.

2) However, if your child develops symptoms of COVID19 more than 48 hours after their last day in school

- You must seek a test for your child and the household must isolate at home until the test result is returned.
- If the test result is positive for COVID-19, having developed symptoms more than 48 hours since being in school, Monday 21st December, you must contact NHS Test and Trace and follow the advice given by them:
www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/
- You should contact the school if your child will be absent, in time for the first day of the new term.

3) If your child has no symptoms of COVID19 but tests positive within 48 hours of being in school

- It is important to follow the guidance around accessing a test only when the individual is showing signs of COVID19. However, if your child is asymptomatic and returns a positive test result within 48 hours of last being in school, please let the school know straight away.
- You should contact the school on COVID@rodingvalley.net between the **hours of 9am and 12pm**. You **must** provide the following:
 - **Name of your child,**
 - **Date of symptoms starting,**
 - **Names of students that are in close friendship groups from outside their classes (but only those they spent time with in school in that immediate period)**


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If you are contacted by the school because your child is identified as a close contact of someone who has tested positive for COVID19, they must self-isolate for 14 days. I would encourage you to adhere to social distancing and all COVID19 social mixing guidance for the remainder of term to reduce the risk of transmission of the virus as the last thing we want is anyone being unwell or required to self-isolate over the holiday period.

Thank you for your cooperation and ongoing support, wishing you a happy but safe time with your families over the festive season.

All students return to school on **Tuesday 5th January 2021** at normal times.

Yours sincerely



Mrs Sharon Jenner
Head teacher