




National Teaching School
designated by

National College for
Teaching & Leadership

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14th September 2021

Dear Parents/Carers,

This letter is to inform you of the changes regarding COVID-19.

As cases are continuing to rise within the community we may get positive cases within Ludwick and we will be doing our best to manage this to keep everyone safe and cases to a minimum. We are no longer required to send bubbles of children home - only those who are symptomatic or test positive.

Children under 18 and those fully vaccinated are not expected to isolate when in contact with a positive case.

I wanted to further update you about our procedures.

Our risk assessments are updated regularly and we continue to be very vigilant.

As children enter the school we will continue to use hand sanitiser and keep class rooms well ventilated. We are still operating a one way system in the main nursery garden to support social distancing. Parents and staff may choose to wear masks if they wish to.

We are asking parents not to send children in to school who are unwell - this includes if they just have a cold or sore throat. If children show symptoms, we are advising parents to call 111 and seek medical advice before getting a PCR.

As a school, in order to help us stop any spread of COVID, we have made the decision to alert you via email that your child may have been in close contact with someone who has tested positive. We will not be sending this information out to the whole school or class unnecessarily.

The message will state: *There has been a positive COVID case in ...room and your child has been identified as a close contact. Please be vigilant and you may wish to seek medical advice if they become unwell.* On receiving this message, there is no need to panic and you do not need to collect your child from school or keep them off school - but need to keep a close eye on them for symptoms.

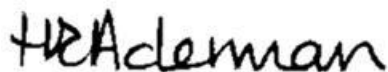


If your child is unwell, and following medical advice has a PCR test which comes back positive, your child must be isolated for 10 days and you will be contacted by track and trace to discuss close contacts. Please call us as soon as possible to let us know about any positive cases. If this is a weekend, please email the school on this address: info@ludwick.herts.sch.uk. This email should only be used for Covid communication.

If we receive more than 5 related cases, we will put our outbreak management plan in place which will mean increasing our protection measures again.

Thank you for your understanding.

Kind regards,

A handwritten signature in black ink that reads "H Ackerman". The signature is written in a cursive style with a large initial 'H'.

Mrs Helen Ackerman
Head teacher