



Working together to provide excellent learning experiences  
*Cydweithio i ddarparu profiadau dysgu ardderchog*

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30<sup>th</sup> September 2020

Dear Parent/Carer,

We have now been back in school for four weeks and I would like to take this opportunity to thank you for your continued support in encouraging your child to follow the new rules to keep our students and staff safe.

### Face Coverings

Face coverings must be worn when arriving and leaving the school site, on school buses, on corridors and in indoor communal areas.

### Advice for Attendance at School

It is now the time of year when seasonal viruses begin circulating and we understand you are rightly concerned about sending children into school because of the COVID-19 pandemic. Our Attendance Officer and Leadership team are monitoring absences very closely. We are following the current Welsh Government guidelines and ask you to support us by following this guidance to reduce the possible transmission of COVID-19.

### Symptoms of COVID-19

To clarify children should **not** be sent to school if they are displaying any of the following symptoms:

<https://gov.wales/check-your-symptoms-see-if-you-need-coronavirus-medical-help>

- **a high temperature** – this means you feel hot to touch on your chest or back
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **a loss or change to your sense of smell or taste** – this means you have noticed you cannot smell or taste anything, or things smell or taste different to normal.

Families, including siblings at other schools, must immediately self-isolate and book a test either online <https://gov.wales/apply-coronavirus-test> or via 119.

If you believe that your child is displaying one or more of the COVID-19 symptoms, please state this clearly when you contact school to report an absence on 01352 707120. Students must only return to school when a negative test result has been received by the school or following the 10 day isolation period (14 days for other family members). Test results should be emailed to [school@alun.flintshire.sch.uk](mailto:school@alun.flintshire.sch.uk). If a student tests positive they should follow the current Welsh Government guidelines. <https://gov.wales/self-isolation-stay-home-guidance-households-possible-coronavirus>

**Procedures for illness at school** – If a student becomes unwell at school we ask that they speak with a member of staff who will arrange for them to come to the school office and that they do not contact you directly. Parents will be contacted by a member of staff to discuss the individual's symptoms and agree any appropriate action required. If a student presents with symptoms of COVID-19 during the school day, they will be placed in a well ventilated area and parents will be called to collect them. They will be advised to follow Welsh Government guidelines for self-isolation.

**Quarantining** – The Welsh Government has specified that anyone returning from holiday from certain countries abroad need to quarantine for two weeks. If you have been abroad to any of those countries, please ensure you follow the guidelines. You must inform the attendance team via the absence line on 01352 707120.

**Test, Trace and Protect** – If you have been informed through the ‘Test, Trace and Protect’ system that your family needs to isolate, please do not send your children to school and follow the guidance you have been given.

### Attendance Procedures

In order for us to keep students safe and ensure that students maintain the highest possible attendance, please ensure that you follow the following procedures with regards to absences from school.

- Please leave a message on each day of absence. It is for the school to decide if an absence is authorised or unauthorised. Stating ‘Unwell’ or ‘Poorly’ gives insufficient information for us to make that decision, and the absence could be unauthorised.
- **Please phone daily** unless you have made alternative arrangements with school. We do not know if you have sent your child to school and need to know this in order to keep them safe. If we do not hear from you we will endeavour to contact you via the school text message system. In order to do this, we must have at least two up-to-date emergency contact numbers on record, please contact school if you would like to check we have up to date contact information for you.

### Term Dates 2020 -2021

#### 2020

Thursday 3rd September - First day of Autumn term for students

Friday 23rd October - Last day of half term for students

Tuesday 3th November - First day of half term for students

Thursday 17th December - Last day of Autumn term for students

#### 2021

Tuesday 5th January First day of Spring term for students

Friday 12th February - Last day of half term for students

Monday 22nd February - First day of half term for students

Friday 26th March - Last day of Spring term for students

Tuesday 13th April - First day of Summer term for students

Friday 28th May - Last day of half term for students

Monday 7th June - First day of half term for students

Friday 16th July - Last day of Summer term for students

Yours sincerely,

**Mrs Jane Cooper - Headteacher**



Charity of the Year 2020/21



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Deddiu Bywyd, Gwneud Wahaneth