

9 December 2020

Dear Parent and Student

CHANGE TO THE END OF TERM DATE CHRISTMAS 2020

Yesterday afternoon the DfE sent a communication to schools proposing that the term should end one day earlier for students in light of the national Covid context, the forthcoming holiday and the track and trace arrangements required. This being the case, at the earliest possible opportunity, I wanted to communicate to you that this is something which we will pursue here at Beechwood.

I know that this communication from the DfE has come at a late stage, but I now confirm the following arrangements which I trust will best serve the needs of our community at this time.

- Term will end on Thursday 17 December for students. The last day of term arrangements for students, as published in the Weekly Bulletin last week, will apply. On Thursday 17 December year groups will be dismissed at the following times.

Year 7 - 12.00

Year 8 – 12.15

Year 9 – 12.20

Year 10 – 12.10

Year 11 – 12.05

Sixth Form – 12.10

- Celebration Assemblies/Events to mark the end of term will be brought forward by one day.
- Staff will engage in In-Service Training Activities on Friday 18 December.
- A review of our calendar and school commitments will take place to ensure there is no loss of learning opportunity as a consequence of this one-day early closure at Christmas.
- Term commences for all on Monday 4 January at the usual times we have been operating for staggered entry and departure.

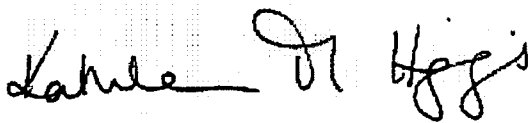
With regards to the issue of tracking and tracing should any student test positive for Covid 19 at the start of the holiday, I ask for your support in the following way.

If a student has a Covid test on Friday 18 or Saturday 19 and subsequently receives a positive result, I ask that you email school via our enquiries email address - enquiries@beechwood.slough.sch.uk. We understand that any test on these two days may not receive a result until later the following week. Emails will be monitored and if a test was done on the Friday or Saturday and the result proves positive, we ask that you email us immediately on receipt of the result. We will then make contact via telephone, discuss close contacts and ask that these close contacts isolate. It is really important that we follow this process to ensure the well being of all throughout the holiday

period. In addition, and to be absolutely clear, a test should be sought if on Friday 18 or Saturday 19 December someone shows symptoms of Covid 19. If symptoms were evident on either of these days but a test does not take place until Sunday or Monday and therefore the test results do not come through until Tuesday or Wednesday, you are still asked to contact school. We will engage in contact tracing up until Wednesday 23 December. Thereafter Public Health England will pursue the contact tracing and clearly the close contacts will not be an issue with regards to school as the last day in school will have been Thursday 17 December. Although it is the case that school ceases to contact trace after Wednesday 23 December we also ask that at any stage during the holiday a positive test result is received, you advise us using the email address already given above so that we have this information for our records. We will not need to contact you for track and trace purposes.

I hope this provides clarification of what we require from you and I thank you for your support and understanding. Please do not hesitate to be in contact if you require any further information. I wish you all a holiday period where you and your families stay safe and well.

Yours sincerely



Miss K M Higgins
Executive Headteacher