



Hillside Specialist School & College

Providing exceptional education for all students

Ribchester Road, Longridge
Preston, PR3 3XB

Head Teacher: **Paul Leaper**
Telephone: **(01772) 782205**

E Mail: hillside@hillside.lancs.sch.uk
Website: www.hillside.lancsngfl.ac.uk

15 December 2020

Dear Parents and Carers

As we prepare for the end of term and what I hope for you all will be an opportunity over the Christmas period to spend time with family members, I would like to highlight the importance of continuing to follow the current guidelines in identifying COVID 19 symptoms, booking a COVID19 test and sharing this information with school to track contact.

If any staff member or pupil develops COVID 19 symptoms over the **first weekend of the holiday**, we are required to track back **48 hours** to identify their close contacts. If this includes Thursday or Friday, I would be required to notify staff members and those parents of pupils who have been in close contact with the positive case, so that they can self-isolate for **10 days** over the Christmas period. Due to the time it takes for test results to be confirmed, this will include school contacting families up to and including 23 December 2020, if necessary.

Any development of symptoms in staff or pupils from Monday 21 December onwards that lead to a positive test result, are not required to be reported via school, but through the NHS test and trace system.

It is equally important to follow guidance and to notify school of any pupils that may need to delay their return to school in January, if they are self-isolating due to any family members displaying COVID19 symptoms or who have received a positive result.

Please inform school of any symptoms, test results or self-isolation requirements by emailing school using our COVID19 email address, covid19@hillside.lancs.sch.uk, which is checked on a daily basis. I will then be able to provide you with the appropriate advice and notify any staff or pupils who may have been in close contact, prior the first day of symptoms.

School will close at the regular time of 3:10 pm on Friday 18 December and re-open to pupils on Monday 4 January 2021. Should you need to contact Transport regarding taxi arrangements, please ring them direct on the following number for your area:

East Lancashire: 01282 831858
Lancaster and Morecambe: 01524 581260
West Lancashire: 01695 587420

Fylde and Wyre: 01772 685504
Preston and South Ribble: 01772 705055

Yours sincerely

Paul Leaper
Headteacher

