

Head of School: Ms Laura Benardout

Telephone: 020 8393 4839 | Email: info@meadow.surrey.sch.uk
Sparrow Farm Road, Stoneleigh, Surrey, KT17 2LW
www.meadowprimary.co.uk



Dear Parents and Carers,

This really has been a school term like no other.

I am proud of the fact that in school we have registered a low number of Covid-19 cases and the majority of children have been able to attend full-time. Those children self-isolating have been logging in successfully and participating in their live lessons. Thank you for the feedback on our remote learning, it has been useful to know what worked well and what we could improve.

I am looking forward to seeing all the children in school on the first day back of the new term, Monday 4th January 2021. This can only be achieved by staying safe and aware over the Christmas holidays. To help you, we have created a calendar for the holiday which supports government Track and Trace. As you will see, we would like families to continue to contact the school if you have any positive cases. That way we can make sure we contact other families of children who were within proximity of the child with a positive case, if relevant. Please do keep this calendar safe and refer to it if necessary.

Unfortunately, the risk of contracting COVID still exists in the area and Surrey going in Tier 3, we would like to share the following information regarding how and when to report any confirmed cases of Coronavirus during the school holidays. If you do need to advise us of a positive case, please email covidalert@meadow.surrey.sch.uk

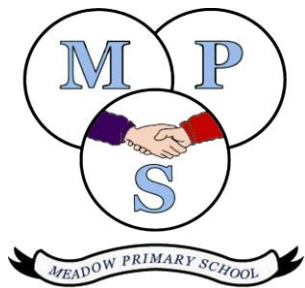
- If a Meadow pupil tests positive for COVID-19 more than 48 hours since being at school, or developed symptoms more than 48 hours since being at school and subsequently tested positive, you do not need to contact the school. Instead, parents and carers should follow the contact tracing instructions provided by the NHS.
- For the first 6 days of the school holidays, the school will continue to contact parents and carers if a case is confirmed in your child's year group bubble. We will only contact you if the symptoms developed within 48 hours of being in school. Please note that we would require you to notify us as soon as you receive a positive result.
- Meadow staff will monitor the dedicated mailbox above for the first six days of the holiday. It should only be used to report positive cases of COVID-19.
- We will not contact bubbles beyond 24th December. NHS track and trace would contact you directly if you or your family are required to isolate beyond the 24th.
- If your child is required to self-isolate due to contact with a positive case, or if they test positive after the first 6 days of the holiday, you do not need to inform the school until the first day back in January (Monday 4th).

Please note that the office will NOT be open for phone calls over the holiday period, so please use the covidalert@meadow.surrey.sch.uk email address for any communication regarding confirmed cases.



Company Registration No: 07768726
VAT Registration No: 200109287





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What if....	Wed 16 – Monday 21 December	Tuesday 22 December – Saturday 2 January	Sunday 3 January
Your child (Meadow pupil) receives a positive Covid test result.	Parent Action: If at any point during this period your child receives a positive test and the symptoms can be traced back to Thursday 17th December or before, then please contact the school and provide us with the information on the questions below.	Parent action: Please inform the school, but this will have no consequence for anyone inside the school.	Parent action: Please inform the school and provide information for when the self-isolation period will end and when we should expect your child in school.
The school receives notification that a student has tested positive for Covid.	School Response: We will notify those individuals who will have had contact with the positive case 2 days prior to the Covid Test (if asymptomatic) or 2 days before the onset of symptoms showing.	<i>No school-related action needed</i>	
Family/ household member tests positive over the Christmas period	<i>No school-related action needed</i>		Parent action: Please inform the school and provide information for when the self-isolation period will end and when we should expect your child in school.
Family/household member is waiting to have a COVID test or results of a test	<i>No school-related action needed</i>		Please do not send your child into school until either a negative test result is received or once the self-isolation period has ended.
Your child (Meadow pupil) is showing COVID symptoms	Please ensure your child takes a Test. If the Test returns a positive result, please refer to the positive test section above.		Please keep your child at home and a test should be taken. Please notify the school of then return date post self-isolation.



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Covid symptoms include:

- High temperature
- A new, continuous cough
- A loss or change to your sense of smell or taste.

During the Christmas break, for Covid communications, use the following email to contact the school:

covidalert@meadow.surrey.sch.uk

The school needs to know:

1. Has your child shown any symptoms?
2. If yes, what was the date that they showed symptoms?
3. When was your child tested for Covid-19? When did you receive the positive test result?
5. Who do they travel to and from school with? Who do they socialise with at break times?

As always, I thank you for your continued support in keeping our children, staff and families as safe as we can.

Kind regards

Laura Benardout
Head of School



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