



**THE DEAN TRUST**  
**Park View Academy**

Chief Executive: Mr Tarun Kapur CBE  
Academies Director: Mr Barry Bridden MEd MSc  
Executive Headteacher: Mr Damian Kenny

16<sup>th</sup> December 2020

Dear Parent/Carer

I hope you are safe and well.

You will be able to access my Christmas message in my newsletter on Friday.

Following guidance from Public Health England and in order to support the health and safety of our school community, Park View Academy will be operating a school Track and Trace system for the window:

**Friday 18<sup>th</sup> December 2020 up to and including Wednesday 23<sup>rd</sup> December 2020 4pm.**

**Please be advised of the following:**

- In the event of your child testing positive for COVID 19 during this window you should email this school email address ***Covid19@DeanTrustParkView.co.uk*** and provide the following information:
  - Child's full name
  - Child's date of birth
  - Parental contact telephone number (in case of the need to contact you)
  - First date of symptoms
  - If no symptoms – date of test
  - Date your child was last in school
- The school will review cases at a set time each day. Any cases reported after 4pm will be dealt with the following day within the identified window
- For parents/carers whose child is identified through this school Track and Trace system as a close contact of a school positive case, you will receive a text message stating 'Due to a Covid case, your child in year XX must self-isolate at home until XX date.'
- Your child must then follow Public Health England guidelines for self- isolation
- This school Track and Trace system will no longer be active after Wednesday 23<sup>rd</sup> December 2020 4pm.

I would like to take this opportunity to thank parents/carers for your support with this system and for following government guidance across the Christmas holiday to ensure a safe return to school for your child on **Tuesday 5<sup>th</sup> January 2021**. Can I also thank the Park View Academy staff who are working across this window to help to keep our school community safe.

Yours sincerely,

Mr D Kenny

Executive Headteacher

**Believe Achieve Succeed**

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