



23<sup>rd</sup> October 2020

Dear Parents & Carers,

As today is the last day of the half-term I would like to remind you of emergency contact details during the next week. These are listed on the school website home page which you can find by clicking here: <https://stpaulinus.npcat.org.uk/>

As a school we do need to know if any child tests positive for COVID 19 over half-term so that we can get in touch with Public Health England and take the appropriate actions. If a family member tests positive for COVID 19 we also need to know if the children are considered a close contact and will therefore need to isolate for 14 days.

**Therefore, if you need to get in touch with the school please do.** The school phone number will not be answered during half-term week and any messages left on the answerphone will not be checked until Monday 2nd November.

The best way to contact the school is by emailing the school using the following email address: [enquiries@stpaulinus.npcat.org.uk](mailto:enquiries@stpaulinus.npcat.org.uk) This is checked regularly and I will reply to any enquiries as soon as I can. Alternatively, the school has a mobile phone number that I have that I will be manning if you would prefer to speak to a member of staff. This number is **07826 134504**.

COVID 19 Testing can be arranged by calling 119 or via the NHS website: [nhs.uk/coronavirus](https://nhs.uk/coronavirus)

#### **How to stop COVID-19 spreading**

There are things we can all do to help reduce the risk of you and anyone you live with getting ill with COVID-19:

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

Thank you for your continued support in following all guidelines and keeping the school informed at every level. Stay safe.

Yours sincerely,

*S Geaves*

Head Teacher

*Working together to be the best we can*

Headteacher: Mr S Geaves

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