



*Sacred Heart Catholic Primary  
School and Nursery*  
Windermere Road,  
Southend on Sea, Essex, SS1 2RF  
01702 534546  
[office@sacredheart.southend.sch.uk](mailto:office@sacredheart.southend.sch.uk)



9<sup>th</sup> December 2020

Dear Parents and Carers,

### **SCHOOL CLOSURE – Friday 18<sup>th</sup> December**

As you may know, schools have played a vital role in reducing the spread of COVID19 over the last 9 months. One way in which they have done this is by undertaking contact tracing on behalf of the Southend's Contact Tracing team. Schools have fulfilled the important role of identifying and responding to any individuals who have been in close contact at school with someone who has tested positive for COVID19, during the time that is considered the contagious period.

Schools have been asked to remain contactable for a number of days at the beginning of the Christmas break so they can continue to assist with contact tracing where necessary. Public Health England has agreed a 6-day window after the final day of teaching in which schools have been asked to this. This will allow enough time for positive coronavirus (COVID-19) cases to be identified and confirmed by a test and for relevant contacts within an educational setting to be traced. This measure will be important in limiting the spread of COVID19.

To allow for a 6-day contact window before the festive period begins, the government recommends that schools close on Friday 18<sup>th</sup> December and have this as an INSET (non-pupil) day. Southend Borough Council have now also recommended that schools take the option of an additional closure day on Friday 18<sup>th</sup> December.

**Therefore, in response to this advice, we are informing you that Sacred Heart School and Nursery will be closed to all pupils on Friday 18th December 2020. Our LAST DAY of school will be THURSDAY 17<sup>TH</sup> DECEMBER at the usual finish time for your child.**

**You will know that Monday 4<sup>th</sup> January 2021 is already planned as an INSET (non-pupil) day. Therefore, the children's FIRST DAY BACK in school in the new year will be TUESDAY 5<sup>th</sup> JANUARY 2021.**

I am sorry for the late notice of this announcement. The timing of this change is the result of the government's announcement, rather than any inactivity or delay on behalf of the school.



*Headteacher: Mrs Janet Mullally*  
Part of the Assisi Catholic Trust Ltd,  
Registered address: Kenilworth Gdns, Leigh on Sea, Essex SS0 0BW  
Registered in England. Company No-07696989



*Sacred Heart Catholic Primary  
School and Nursery*  
Windermere Road,  
Southend on Sea, Essex, SS1 2RF  
01702 534546  
[office@sacredheart.southend.sch.uk](mailto:office@sacredheart.southend.sch.uk)



Next week, we will send out details of how the school will cover the six days of monitoring notifications following the last day of term, including how and when parents/carers should contact the school during those six days and the circumstances in which they should do so.

We thank you again for all you are doing to support us as a school.

Yours sincerely,

Mrs Janet Mullally  
Headteacher



*Headteacher: Mrs Janet Mullally*  
Part of the Assisi Catholic Trust Ltd,  
Registered address: Kenilworth Gdns, Leigh on Sea, Essex SS0 0BW  
Registered in England. Company No-07696989