

11<sup>th</sup> December 2020

Dear parents,

Yesterday, the government wrote to schools about the end of term arrangements and have advised schools to close/end term for pupils on Thursday 17<sup>th</sup> December.

In response to this, I am letting you know that the school will be closed to students on Friday 18<sup>th</sup> December. The last day of term will now be Thursday 17<sup>th</sup> December at 3pm. We will reopen as planned on Wednesday 6<sup>th</sup> January 2021.

I will carry on working with Public Health England, and I will be available to help with contact tracing until 23<sup>rd</sup> December where necessary. If your child tests positive for the Coronavirus before 23<sup>rd</sup> December, please email me ([guy.rimmer@arkstalbans.org](mailto:guy.rimmer@arkstalbans.org)) and I will go through the usual contact tracing protocols which the school has been following. In the event that any staff member tests positive for the Coronavirus during this period we will also follow our usual protocol.

For any confirmed cases of Coronavirus after 23<sup>rd</sup> and before the start of term on Wednesday 6<sup>th</sup> January 2021, there is no need to contact the school.

I want to take the opportunity to thank you for your support and patience this year. I look forward to writing you once more next week with final notices and updates before the beginning of the Christmas Holidays.

Kind regards,



**Mr Guy Rimmer**  
**Principal**  
**Ark St Alban's Academy**