



**ST CHARLES'**  
VC ACADEMY

Dear Parents and Carers

Following the receipt of end of term advice from the DFE and Public Health late Tuesday afternoon, I write to inform you that school will close to children on Friday 18th December at 3.15pm/3.30pm as normal and as previously planned.

Public Health have also updated their actions for schools in their role in contact tracing during the holidays to allow for 6 days after school closure to children, taking this to 24th December.

Please be aware for the first 6 days after teaching ends, if a pupil or staff member tests positive for coronavirus (COVID-19) having developed symptoms within 48 hours of being in school, parents and carers should follow contact tracing instructions provided by NHS Test and Trace.

**Please ensure that between Friday 18th December after 3:30pm and Thursday 24th December until 4pm any COVID related matter is reported via email to our central Trust team; the contact details are [HR@smchull.org](mailto:HR@smchull.org)**

St Charles' school office will be closed from Friday 18th December at 4pm until Monday 4th January at 8am.

Many thanks for your continued support and understanding in these difficult times.

Yours sincerely

Mrs Woodmansey & Mr Foster

Co -Headteachers

Mrs Siedle

Executive Headteacher

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Executive Head/CEO.  
Mrs Karen Siedle

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