

22 October 2020

Dear Parent/Carer

### **Covid 19 Reporting Procedure for Half Term**

If your child should test positive for Covid 19 during the half term break, we would ask that you notify the school via email at [Enquiries@wellingschool-tkat.org](mailto:Enquiries@wellingschool-tkat.org), including in your email your **child's name**, the **date that their symptoms first started** and a screenshot or forwarded version of the **NHS message confirming their test result**.

Obviously we hope that all our students and their families enjoy a healthy and restful break and we look forward to welcoming them all back on 2 November.

Yours faithfully



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