

# The Federation of Heathfield and St Francis Schools



Oldbury Way, Fareham, Hampshire PO14 3BN

Executive Headteacher  
Rachel Weldon NPQH BA (Hons) PGCE



24 May 2021

Dear Parents and Carers

I hope you are all staying safe and well.

As over previous holidays, we need to continue to be responsible for track and trace for the first few days of the half term holiday. Therefore, should your child develop Covid-19 symptoms within 48 hours of finishing school (up to Sunday 30 May, 1.30pm) and s/he subsequently receives a positive Covid-19 test result, you **must** inform the school by emailing using only the following address:

[a.federation@st-francis.hants.sch.uk](mailto:a.federation@st-francis.hants.sch.uk)

You do not need to let the school know if the test is negative. Please do not use any other method to contact the school.

This email account will be checked at 10.00am every day, up to and including Thursday 3 June. It will not be checked thereafter.

Should we receive notification of a positive case, we will notify you that your child needs to self-isolate. We will send you a text message that says when your child had contact with the positive case. S/he will need to isolate 10 days from the date of the contact. Please see the following website for more information on self-isolating:

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/how-long-to-self-isolate>

**As a reminder, both schools finish at lunchtime on Friday 28 May.** If you collect your child, the times are as follows:

- Heathfield – 1.15pm (taxis/minibuses at 1.00pm)
- St Francis – 1.00pm (taxis/minibuses at 12.45pm)

**Also, Monday 7 June is a staff training day; therefore, pupils return to school on Tuesday 8 June.**

Please take care and have a very pleasant half term.

Yours sincerely

A handwritten signature in blue ink that reads "Rachel Weldon". The signature is written in a cursive style with a large initial 'R'.

Rachel Weldon  
Executive Headteacher