



# The Eliot Bank and Gordonbrock Schools Federation



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Dear Parents/carers,

As you may know, the Department for Education published guidance on Tuesday, 8 December 2020 to support schools with end of term planning. In this planning, schools were informed as follows:

*'Public Health England has agreed a 6 day window after the final day of teaching, in which schools and further education providers are asked to remain contactable so they can assist with contact tracing where necessary. This will allow enough time for positive coronavirus (COVID-19) cases to be identified and confirmed by a test and for relevant contacts in the education setting to be traced.'*

As our schools' final day of teaching is on Friday, 18 December 2020, the 6 day window described above would include Christmas Eve, Thursday, 24 December 2020.

The DfE guidance goes on to say:

*'To ensure that staff get the time off they need and deserve, schools may wish to use an INSET day, making Friday, 18 December a non-teaching day and using the day for staff training, which could be delivered online...In all circumstances, teaching time must be made up at another point in the academic year.'*

This would mean that the 6 day window described above would end, instead, on Wednesday 23 December 2020.

**In light of the above advice from the DfE we have decided that Friday, 18 December 2020 will be an INSET Day for both Eliot Bank and Gordonbrock Schools, so the school will be closed to pupils.**

Schools are entitled to five INSET Days in an academic year. Eliot Bank and Gordonbrock Schools have two INSET days remaining in this academic year – one on Monday, 7 June 2021 and one on Friday, 23 July 2021. To ensure that teaching time is made up at another point in the year, the INSET Day on Friday,



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18 December will now replace the one due to take place on Friday, 23 July 2021.

**Friday, 23 July 2021 will no longer be an INSET Day.** It will now be a teaching day.

We know that we are giving you short notice of the INSET Day next week but we are responding to the announcement from the DfE, who recognise themselves that *'this communication has arrived with schools late in the term.'*

We also know that some of you may be inconvenienced by this decision and we do appreciate that. However, on balance, we feel that it is best for the whole school community to shorten teaching time for the term in this way, and avoid the need for school staff to contact any of our families on Christmas Eve.

Please note, you will need to contact school during the 6 day period, from Friday, 18 December 2020 to Wednesday, 23 December 2020, if your child develops symptoms, is getting a test or tests positive for COVID 19. We will send you more information about how to do this, next week.

Thank you in advance for your continued support.

Yours sincerely,



Maria Gilmore  
Executive Headteacher



Peter Fidel  
Chair of Governors

