

Oaklands Junior School

Headteacher - Mrs H West

Butler Road, Crowthorne, Berkshire RG45 6QZ

Telephone: 01344-773496

admin@oaklands-jun.wokingham.sch.uk

www.oaklandsjunior-school.org.uk



18th December 2020

Dear Parents/Carers,

Following on from our letter earlier this month we would just like to remind you that after the end of term today schools are still required to continue to take responsibility for contacting families if any **positive cases of Coronavirus are confirmed** during the Christmas holidays.

To enable us to carry out contact tracing to reduce the spread, it is **vitaly important** that you keep us informed if your child has received a positive test result during the Christmas holiday; please notify us immediately via email at: ojscovid@oaklands-jun.wokingham.sch.uk

We request that you provide the following information:

- Your child's full name
- Your child's class
- Symptoms
- Date symptoms started
- Date of test
- Result of test
- Contact telephone numbers in case we need to speak to you

We will be checking **emails** on a daily basis until Christmas Eve. Thank you for your continued support with this vital matter.

Wishing you all the best for a safe and happy Christmas

HWest

Yours faithfully,
Mrs. H. West
Headteacher