

10<sup>th</sup> December 2020

Dear parents/carers,

**End of term arrangements: Thursday 17<sup>th</sup> December 2020**

On Tuesday 8<sup>th</sup> December, the government advised all schools to close and end term for pupils on Thursday 17<sup>th</sup> December.

In response to this, I am letting you know that the **school will be closed to students on Friday 18<sup>th</sup> December**. The last day of term will now be **Thursday 17<sup>th</sup> December**. Students will be released at the times below, on this day, from their usual gates:

<b>Primary</b>	<b>Secondary</b>
Reception: 12.00 – 12.20	Y7 + Y9: 12.10
Year 1 and Year 2: 12.00 - 12.20	Y8 + Y11: 12.00
Year 3 and Year 4: 12.15	Y10: 12.20 Y11: 12.00
Year 5: 12.15	
Year 6: 12.00	

The whole school will reopen on **6<sup>th</sup> January 2021 to all students**. However, Y11 students will be required to attend on 4<sup>th</sup> and 5<sup>th</sup> January for special revision and exam preparation courses, as well as subject masterclasses. More information will be sent to parents of Y11 students.

Please ensure that you continue to send your child/children to school until Thursday 17<sup>th</sup> December. If your child is self-isolating during term-time, we will continue to provide them with online or remote learning.

We will carry on working with Public Health England, and we will have staff available to help with contact tracing until 23<sup>rd</sup> December where necessary. If your child tests positive for the Coronavirus before 23<sup>rd</sup> December, please email [info@arkvictoria.org](mailto:info@arkvictoria.org) and we will go through the usual contact tracing protocols which the school has been following. In the event that any staff member tests positive for the Coronavirus during this period we will also follow our usual protocol.

For any confirmed cases of Coronavirus after 23<sup>rd</sup> December and before the start of term on 6<sup>th</sup> January 2021, please email [info@arkvictoria.org](mailto:info@arkvictoria.org) so that we are able to track cases, but follow NHS Contact Tracing procedures in relation to self isolation dates.

I want to take the opportunity to thank you for your support and resilience this year and to wish you a relaxing, happy and healthy holiday.

Kind regards,



Ms E McSorley  
**Principal**