

Westfields Infant School

School Lane, Yateley, Hampshire, GU46 6NN

Telephone: 01252 873603 Fax: 01252 890832

Website: www.westfields-inf.co.uk

Headteacher: Mrs Janette Teague



17th December 2020

IMPORTANT INFORMATION – PLEASE READ

Dear Parents

To enable us to carry out contact tracing it is vitally important that you keep us informed if your child develops Coronavirus symptoms (continuous cough, high temperature or loss / change in sense of taste or smell) during the Christmas holiday. Please get a test immediately and advise us via email at: admin@westfields-inf.hants.sch.uk

Please provide the following information:

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

We will be checking emails remotely on a daily basis until Christmas Eve and then at intervals throughout the Christmas holiday. Please **do not** leave a telephone message as the telephones will not be manned and messages will not be picked up.

Thank you for your continued support.

Yours sincerely,

Janette Teague

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Headteacher