



Re-founded 1555

# Ripon Grammar School

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9 December 2020

Dear Parents

I am writing to inform you that Friday 18 December will now be designated as a teacher training day. As a result, formal teaching will end on Thursday 17 December and students are not expected in school on the Friday.

Departments will adjust their teaching accordingly so that examinations groups are able to cover necessary material in preparation for assessments in the New Year. The planned training day on 13 July next year will now become a teaching day as a result and school will be open on this day as normal.

This decision has been made in line with yesterday's released DFE guidance which recognised that the stated 6-day contact tracing procedures would extend to Thursday 24 December and advised that schools could shut on Thursday 17 December to avoid this.

Furthermore, the DFE have advised schools to make all staff, parents and carers aware of the following:

Where a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms more than 48 hours since being in school, the school should not be contacted. Parents and carers should follow contact tracing instructions provided by NHS Test and Trace. For the first 6 days after teaching ends, if a pupil or staff member tests positive for coronavirus (COVID-19), having developed symptoms within 48 hours of being in school, the school is asked to assist in identifying close contacts and advising self-isolation, as the individual may have been infectious whilst in school.

School staff are not asked to remain on-call or conduct any contact tracing more than 6 days after the final day of teaching. Where a school's last teaching day is on Thursday 17 December, there should be no pupil contact tracing asked beyond Wednesday 23 December.

Please note a separate communication from Mrs Day, Assistant Head [Boarding], will be sent out concerning boarders who have made arrangements to return home on the afternoon of Friday 18 December.

Best wishes

**Jonathan M Webb**  
Headmaster