



9<sup>th</sup> December 2020

Dear Parents and Carers,

Over the last few months our hard-working leaders and staff at school have been expected to become an integral part of COVID19 Track and Trace. They have been expected to be “on call” seven days a week and remained as such over the holidays for Easter, May, Summer and October half term break.

As Governors we are concerned that some of our staff have not had a proper break since March and the potential impact of continued expectations during the forthcoming festive period might have on everybody’s well-being.

The festive holiday is a vital opportunity for school leaders to step back and take a break. It is a much needed chance for them to re-charge their batteries and look after their own well-being.

There have been reports suggesting that school leaders and admin team would need to be ‘on-call’ throughout the holiday period including 25<sup>th</sup> December (Christmas Day), and 26<sup>th</sup> December (Boxing Day).

**The government has now changed its position and is permitting schools to finish on Thursday 17<sup>th</sup> December and take Friday 18<sup>th</sup> December as an inset day, even when this was not previously planned.**

The significance of this is that for schools that finish on 17<sup>th</sup> December, the government will now expect them to be supporting track and trace up to and on 23<sup>rd</sup> December **but not on Christmas Eve, Christmas Day and Boxing Day.**

**Accordingly Governors have taken the decision that school will now break up for Christmas on Thursday 17<sup>th</sup> December.**

I appreciate this is not a perfect solution and that the timing as ever may be frustrating, but these are the challenges that we all face managing our busy school during the pandemic.

Please continue to report positive COVID results to school over the break, by emailing school at [info@gig-mill.dudley.sch.uk](mailto:info@gig-mill.dudley.sch.uk) or leaving a voicemail message on 818600. Please be aware that if a possible case is reported you may be advised up to and including Wednesday 23<sup>rd</sup> December regarding self-isolation. Please ensure contact details held by school are up to date.

Headteacher: Mrs A Hannaway

The Broadway, Norton, Stourbridge, West Midlands, DY8 3HL (For SAT NAV use DY8 3HP)

Telephone: 01384 818600 e-mail: [info@gig-mill.dudley.sch.uk](mailto:info@gig-mill.dudley.sch.uk)

I am tremendously proud of every one of our staff, our leaders, and the team that have kept Gig Mill up and running.

On behalf of Governors, parents, carers and our amazing children I would take this opportunity to thank Mrs Hannaway and the Gig Mill team for their tireless efforts to give our children the best possible support during such challenging and unusual times.

With very best wishes for a safe and happy Christmas.

**Dominic Edgar**  
Chair of Governors