

Dear Parents and Carers,

Thank you for working with us through this period so far and for all the messages of support that have been received. As you know all schools will close from Friday 20th March 2020 until further notice.

Schools are education institutions, but in this hour of need, we will be providing emergency childcare only, from Monday 23rd March 2020 for the most vulnerable and the children of key workers. Parents should use this service **only when they need to i.e. because they are at work and have no other suitable adult available to care for them. If your partner is not a key worker, as outlined in the government guidelines, we would expect you to arrange care for your child while you are at work.** We fully expect those families who have another parent/carer in the household who is not a key worker to manage childcare at home and not send their child to school. Wherever possible, children should not attend school, as this will increase the risk of the virus spreading to the most vulnerable in society and increase the risk to school staff and their families. **We may ask for evidence of employment.**

If you fit into the categories outlined by the government, please complete our **new online form** (on our website in the COVID19 information section/or click the following link [Partial School Closure Application Form for a School Place](#)) so that you can indicate the time you need your child to be in school. **Please complete this by 9am Monday 23rd March for this week only.** Completing this form will effectively be an application form for emergency childcare. If you have submitted an application for the week commencing Monday 23rd March, please send your child to school on Monday at 8.40am. The school will review your application and confirm arrangements for the week.

- Children are expected to wear their school uniform or school PE kit so that they are identifiable within the building.
- The school day will run from 8.40am until 3.00pm as usual. There will be no after school provision.

We will post the form on line for the commencing week so that we can staff accordingly. This will need completing by 9am each Friday for the following week.

Going forward, depending on staff availability, we cannot guarantee that your child will be cared for at their current school or that care will be provided, due to closures. We will assess the numbers of children needing this childcare and then inform parents/carers of future plans as the situation develops. All services are subject to availability, safeguarding and changing circumstances.

Important Notes:

- It is essential that only those children who qualify as vulnerable children or those of key workers with no other childcare options, are in schools.
- Parents/carers have a social responsibility to be honest and work closely with us to follow government instructions carefully, minimise social contact and not put lives at risk.
- No child or member of staff should attend any school site if they are showing Coronavirus Symptoms or are sharing a house with someone who is showing symptoms/self-isolating. Please follow government guidelines on self-isolation -ie symptom free for at least 14 days. Please be aware that, if children are brought to a school displaying symptoms, they will be sent home immediately and will not be allowed back to school for 14 days.
- Staff will be asked to rotate as they are available/not available to work. This means that staffing will not be consistent. For example, if your child usually has a 1:1 support, we will not be able to provide this.
- The provision at all schools from 23.3.20 will be childcare with some education based activities. Due to the changing situation and age-ranges involved, you will understand that usual education provision is not possible. The best way for your child to access structured learning on a daily basis will be to home tutor your child using the school websites and tools being produced by the school on a regular basis.
- Staff have already shown amazing flexibility and resourcefulness with this situation and have uploaded some great resources to the school website.

I want to assure you that school leaders are doing everything they can to safeguard children and staff, react to daily challenges, follow government guidelines and keep schools open to provide emergency childcare. We will inform you of any changes to this plan.

Kind regards



Anita Frier

Executive Principal