



St Alban's CE Primary School

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National Support School
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National College for
Teaching & Leadership

20/3/20

Dear Parents and Carers,

Overnight, the Government has issued guidance to schools about key workers.

In this guidance, it clearly outlines that:

It is important to underline that schools, colleges and other educational establishments remain safe places for children. But the fewer children making the journey to school, and the fewer children in educational settings, the lower the risk that the virus can spread and infect vulnerable individuals in wider society.

If you are a key worker and need to use school for childcare in order to work we are available for you during school hours, however, in light of the guidance above we would be expecting that if you have a partner at home or there are days you are not working that you would not use this service. This will mean that the numbers will be kept to a minimum and our children and staff are kept as safe as possible. There is not an obligation that you have to send your child to school as some of you may prefer to keep them at home in the safest place- but we understand that isn't always possible.

The guidance relates to one parent being in one of the following professions:

- Health and social care, including doctors, nurses, midwives, paramedics, social workers, care workers, frontline health and social care staff
- Education and childcare professionals who need to remain active to deliver the COVID-19 response
- Key public services such as the justice system, religious staff, funeral services, broadcasting
- Local and national government workers, such as those dealing with essential public services such as the benefits system
- Those involved in food production including medicines
- Police, army, fire and rescue, prison and probation staff
- Transport staff
- Essential financial staff (e.g.banks) and infrastructure staff (oil, gas, electricity etc)

Guidance says that:

If workers think they fall within the critical categories above they should confirm with their employer that, based on their business continuity arrangements, their specific role is necessary for the continuation of this essential public service

We will therefore need confirmation of your employment ***and confirmation that your employer agrees your specific role is necessary for the continuation of this service.*** We understand this time is short, however we will need to have this confirmed in writing or an email from your employer before we can access the provision. We will also, for the safety of all of our pupils, need confirmation of your typical working hours. This is because we are very

keen to ensure that numbers are kept to a minimum **for the safety of our pupils and staff** and you will appreciate that the above list is very extensive.

Some of you have already written to us to say that you are a key worker. You will now need to:

- 1/ Send official confirmation from your employer that you do work in this profession, your typical working pattern and confirmation that your employer agrees your role is necessary for the continuation of this essential public service
- 2/ Confirm by email to the school email account that you intend to access school from Monday and that you will be providing the information in 1/ above as a matter of urgency. This evidence can also be emailed to the school email account.
- 3/ Decide if you really will need this provision or if you have a way of keeping your child at home: this is where they are safest, and I cannot stress that enough.

Once we have your email and evidence, we will confirm details of provision being offered and send you an email.

Please note that we are combining efforts with Flanderwell Primary School to deliver this provision on their site, as staffing is limited due to self-isolating, medical needs of staff and also future potential self-isolating members of staff. The provision will run from 8.40 a.m. to 3pm. A meal will be provided and can be chosen in the morning with staff.

We look forward to hearing from you,

Alison Adair
Executive Headteacher

Amy Gurner
Head of School