Date: 20th March 2020

Dear Parent /Carer

**Coronavirus Update 4 - Keyworkers – priorities and tiering**

The government announcement on 18th March includes the request that schools close for all children except for those of key workers or those who are considered vulnerable. The Education Secretary has made it clear that schools will no longer be providing an education for pupils and will simply be a ‘safe space’ to help slow the spread of Covid-19.

We have had significant staff absence and an unexpected high demand via our initial consultation for places on our keyworker childcare provision to be run from Wednesday 25th March 2020 at Northwood Academy. We apologise that organising our offer has been delayed.

We are committed to keeping this provision at the correct scale to protect both our staff and the children who attend. If we offer too many places then it negates the reason that the government has closed schools and exposes children and staff to unacceptable risk. This is not ‘business as usual’ or a holiday and all medical advisers are clear that the safest place for children and families to be at present is **at home with as little social contact as possible**. Therefore, we have implemented a tiering system which we have also sent to you.

These childcare places are intended for families who have no other adult at home to look after children and who are immediately required in the response to this virus. Thus the first tier consists of frontline medical workers and emergency services where both parents are required to work or there is only one parent present. Whilst we recognise that many families may well have a need for childcare, we have to be very careful to restrict our provision to those children described above. If you do fit the description of a key worker, we would ask you to only consider the school’s childcare provision if you have no appropriate alternative.

Thank you to all our keyworkers for your commitment to our public services and I hope you can see the logic of the approach we’ve adopted.

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| **Key Workers** | **Vulnerable children** |
| **Health and social care****Education and childcare****Key public services****Local and national government****Food and other necessary goods****Public safety and national security****Transport****Utilities, communication and financial services** | * Those with an EHCP
* Those with access to a social worker (Child in Need or Child Protection)
* Those who are Looked After
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**Currently, our stance is that we will prioritise children based on this tiered criteria system. Childcare would only be offered on the days where the key worker is required to work - please give us more information about this on page three of this letter.**

So that we can plan quickly and effectively to meet this childcare need, and to make sure we have sufficient staff, we now need a bit more information from you. Apologies if you have already emailed or spoken with us, but we need to ask that you return the third page of this letter. Please email it (as an attachment) to: enquire@espritmat.org by 9.00 am on Monday 23rd March; those which arrive after, may not be processed in time to be able to provide a service on Wednesday 25th March. We appreciate this is a tight turn around but the official information was only released late last night. Alternatively, if you are unable to edit the second page using your device, please provide all the information contained on it and email this to us or pick up a form from the school office to fill out and return to us straight away or simply photograph the completed handwritten form and then send to us.

We are hoping there will be provision made for BASC (7:30 – 9:00) and (3:00 – 5.45) to continue for the key worker / vulnerable children based on the above criteria, however this will rely on staff availability. BASC will only be open to those who have used it previously (unless extenuating circumstances apply) and will be subject to a charge. Children must have had breakfast before they arrive and bring a packed lunch and snacks.

We do not know how long these arrangements will last but, as soon as things become clearer, we will let you know. Thank you once again for your continued support as we all do our very best during these incredibly challenging times.

For all those families who are not eligible for childcare or who are not successful in their application, our staff have been very busy preparing work for all children to do at home to help support their learning. This work can be completed online and practically. We will be;

* Sending home a letter providing information about how to contact school staff whilst the school is closed;
* Sending home a learning pack with every child;
* Providing access to a range of online learning;
* Providing access to teaching staff to support online learning;
* Providing advice on how we will help to keep children safe;
* Keeping you informed about further actions/ developments.

Best wishes and keep well,

Stephanie Moran

Executive Principal

**URGENT – PLEASE RESPOND AS QUICKLY AS POSSIBLE**

**KEY WORKERS FORM**

Please only fill in this section if you think you may be eligible for childcare as of Wednesday 25th March. Physical copies will be available from school on Friday mid morning from the main office. Please send completed forms to enquire@espritmat.org

|  |  |
| --- | --- |
| Child’s name | (if more than one child, please include both) |
| School | (if more than one school, please include both) |
| Class |  |
| Are you a sole carer for your child? | Yes [ ]  (please only fill in parent 1 section) No [ ]  |
| Have you used BASC before? | Yes [ ]  No [ ]  |

|  |  |  |
| --- | --- | --- |
|  | Parent/Carer 1 | Parent/Carer 2 |
| Name |  |  |
| Job Role |  |  |
| Company |  |  |
| Supervisor name  |  |  |
| Supervisor telephone |  |  |
| Supervisor email |  |  |
| We will contact your Supervisor only to check that you are considered to be ‘a critical’ worker. | Please add here why you believe yourself to be a critical worker |

We will only be able to provide childcare for the times when both parents are needed to be working. Please indicate below your current level of need.

[ ]  If you think you may be eligible but do not wish to take up the offer of school based childcare, please tick here.

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| --- |
| Please indicate your **current need** |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| 7:30 – 9:00 |[ ] [ ] [ ] [ ] [ ]
| 9:00 – 12:00 |[ ] [ ] [ ] [ ] [ ]
| 12:00 – 3:00 |[ ] [ ] [ ] [ ] [ ]
| 3:00 – 5:45 |[ ] [ ] [ ] [ ] [ ]