

27 March 2020

Castle Way  
Barton Seagrave  
Kettering  
Northamptonshire  
NN15 6SW

Telephone: 01536 720300

Fax: 01536 720303

Principal: Ms Siobhan Hearne

Dear Parents and Carers

### **Childcare provision for children of key workers and vulnerable students Easter and Term 5 Provision**

As you are aware, schools are currently closed to most students. This is because the scientific advice on how to further limit the spread of COVID-19 is clear. **If children can stay safely at home, they should, to limit the chance of the virus spreading.**

That is why the Government has asked parents to keep their children at home, wherever possible, and asked schools to remain open only for those children who absolutely need to attend.

#### **Which groups of students are being offered childcare supervision?**

This would be students who fall into two specific groups of students:

- Children whose parents or carers are critical to the Covid-19 response and cannot be safely cared for at home (key workers)
- Children who are vulnerable

Therefore, only these children will be able to come to school.

#### **What is the criteria for a key worker?**

It is important to underline that 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. Every child who can be safely cared for at home should be. **Therefore, the Government are asking that children are sent to school only if they absolutely have to be.**

The Government definition of a key worker can be found here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

You may also find it useful to read the information page for parents and carers:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/closure-of-educational-settings-information-for-parents-and-carers>

We have also attached both documents for you.

#### **What to do if I am a key worker and I want to continue to send my child to school over the Easter break and in Term 5?**

In the first instance, we will continue to try to offer a provision at Latimer over Easter and into Term 5. This will only be viable if we have the necessary staff to safely supervise the children of key workers. If over the coming weeks, this is not possible, we will ask the Local Authority to support and find an alternative venue. We will contact you if this is the case.

Therefore, for now, we would ask that parents or carers who believe they meet the key worker criteria and require their child to be supervised in school from Monday 6 April 2020 to contact the College as soon as possible. Preferably, we will need to know your future requirements by **3.00pm on Wednesday 1 April**, so that we can make the necessary arrangements moving forward.

***Please note that the College will not be open on Friday 10 or Monday 13 April as these were scheduled bank holidays and we do not have the facility to open up the site.***

Please email [mail@latimer.org.uk](mailto:mail@latimer.org.uk) and in your email we will need to know:

- The name of each parent/carer
- The role that each parent/carer has
- The name and contact details including the address and telephone number of your employer
- The days that supervision may be required (this may vary depending on shift patterns/days of working) but we would ask that details for the Easter period (Monday 6 April to Friday 17 April) and Monday 20 April to Friday 1 May is provided if possible
- A revised emergency contact name and number if the one that we have on our system is not currently valid (for example, if it is the details of someone who is self-isolating.)

***Please note: if you have already provided us with any of the information above, it is not necessary to do so again. We just need any updated information and in particular, what your required days may be.***

### **When will I receive confirmation that my child can attend school during this period of time?**

We will review your request and contact you by email by Friday 3 April to confirm that you have a place as requested.

### **Things to consider**

Please note that:

- There is no obligation to send your child into school if you are a keyworker. The advice is clear: there is a lower risk of the virus spreading if children stay at home. You may already have someone at home who can look after your child or you may, age pending, prefer them to stay at home and undertake their home learning there.
- There will be no penalties applied regarding absence for your child if you wish them to stay at home.
- Any students coming in to school will not be 'taught': they will be kept safe and be provided with the same work as other students who are learning from home.
- The provision will be offered from 8.00am – 3.00pm. Students do not need to stay for all of this time if they do not need to.
- Any student who is attending will need to be provided with a packed lunch as it is unlikely that we will have catering facilities on site.
- School uniform is not required.

We will liaise with those who care for our vulnerable students separately.

In the meantime, please stay safe and well.

Thank you for all that you are doing at this time of national crisis.

Yours sincerely

*Ms. S. Hearne*

**Ms Siobhan Hearne  
Principal**