



3rd February 2021

Dear Parents and Carers,

Important Information for Critical Worker provision after half term

Thank you for your hard work and support during this challenging time. We appreciate how hard home learning can be and hope that the resources provided, and virtual teaching sessions, are helping to support you at this time. As you will know, the Government has confirmed that schools will not reopen after half term and not before 8th March at the earliest. Throughout the lockdown, schools have remained open to children of critical workers and for those that are vulnerable or have additional needs.

The DFE guidance suggested that it was likely that schools would have approximately 20% of pupils in school. We are now in the position where the numbers of requests for provision in school are exceeding this figure and, therefore, in line with our risk assessment and COVID-safe procedures, we now must consider how best to provide the provision for after half term.

We are therefore asking all families who need to access our provision after half term to complete a new declaration and information form. We are requesting more detailed information about working roles for all parents and about hours worked across the week. This information will be used to help us prioritise the offer of places in line with our criteria circulated earlier in January (and again at the bottom of this letter). The criteria are repeated at the start of the form. In addition, we will need to know how many family members are working from home and ensure that there is no other adult able to care for the child/ren. As in our previous letter from 12th January 2021, the key message remains to **stay at home if you can.**

You will see that the form asks whether you can supply any information from your employer about your roles. If you are able to obtain a letter to confirm the hours that you are required to work it would be helpful and should be sent to info@ashford-primary.surrey.sch.uk. You will also be required to provide contact information in order that we can verify the information supplied in the declaration. This has become necessary due a number of concerns raised to the school that not all families who are currently accessing the provision are working all the days requested or have an adult at home who could provide care. At all times, we are aiming to be as fair as possible to all our families. As I am sure you will appreciate, we need to ensure that the numbers of people on site are the minimum needed to keep everyone safe and to protect vital NHS and public services.

As an employer, we also have a duty of care to our staff and we would like to remind all our families about the need to strictly follow the current lockdown restrictions in all aspects of day to day life, and to stay at home wherever possible; this remains incredibly important in minimising any risk to both our staff team and to our critical worker families, many of whom are working in front line roles in the NHS.

[Type here]

I want to reassure you that we will continue to do our best to meet the needs of as many families as possible. This could involve offering fewer days in order to ensure that more families receive some support. Please ensure, in order to help everybody, that you provide as much information as possible on the form and any extenuating circumstances that you would like to be considered when places are being allocated.

The link to the form is:

<https://forms.office.com/Pages/ResponsePage.aspx?id=-DvkfHYhb06MqjKUHbsRcztNfXP4A9VDt5tgHvAhb0tURU1XSDBVWkIWMDZOTjhGTVJXTIVMM0I5Ti4u>

The deadline for the completion of this form is 10am on Monday 8th February. Any requests received after this time will not be considered unless there are any remaining places in year groups.

Places for after half term will be confirmed by Friday 12th February.

Thank you for your support and understanding. This continues to be a very challenging time for our whole school community, and we want to do all we can to ensure our community remains as safe and well as possible at this time.

Yours sincerely,

Mr N Meehan
Executive Headteacher

Mr R Austin and Miss H Beacham
Co-Heads of School

Ashford CE Primary School – Critical Worker Priority

(first shared in our letter dated 12th January 2021)

1	Vulnerable children: EHCP, social services involvement (subject to a child protection plan or 'child in need' status), looked after children, young carers
2	Health and social care (NHS/emergency) Public safety and national security (front-line police/fire and rescue/ military personnel) Education and child care
3	Health services (non NHS/emergency) Food and essential goods distribution and delivery Transport Utilities, Communication and Financial Services Other public services or local/national government agencies