**St Mary’s Academy, Walkley**

**Request for access to ‘Critical Worker’ childcare provision during the**

**COVID-19 school closure**

As outlined by the government, (see overleaf), following the COVID-19 school closure, the school will remain open for the children of ‘Critical Workers’ so that they can continue to provide essential services.

This provision will be available as needed during the **usual school hours of 8:40am to 3:15pm** **Monday to Friday for as long as it is viable to provide it, or until government advice is changed.** Please be aware that **this is childcare provision** rather than ‘normal’ school which provides education. The reason for this is that there will be children from age 4 to 11 years old & will be provided by a skeleton staff as many of our own workforce fall either into the vulnerable category or are dealing with the virus for themselves & their own families.

**In order for pupils to access this provision, at least one parent / carer within the household must be a ‘Critical Worker’ who will be working away from home during the time that their child(ren) will be in school & during that time no other parent will be at home (either not working or home working).**

***Note:******The guidance is clear that children should be at home if it is at all possible.***

Guidance says that:

***If workers think they fall within the critical categories (see last page) then 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!

**Once we have your email and evidence, we will confirm that child care provision can be offered and send you an email. Please do not send your child/ren into school until you have had confirmation. Thank you.**

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| **Karole Sargent** | **Karen Miller** |
| **Executive Headteacher**  | **Head of School**  |

**If you wish to use this provision, please complete the following information to support your request for ‘Critical Worker’ childcare within the school during the COVID-19 school closure.**

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| **Critical Worker Parent / Carer Details:** |
| **Parent / carer name:** |  |
| **Job title:** |  |
| **Nature of** **work:**  |  |
| **Employer name and address:** |  |
| **Employer phone number:**  |  | **Line manager’s name:** |  |
|  |
| **Name(s) of Child(ren)** | **Date of Birth** | **Year Group** | **Address:** |
| **Child 1:** |  |  |  |  |
| **Child 2:** |  |  |  |  |
| **Child 3:** |  |  |  |  |
|  |
| **Emergency contact phone number:** | **Name & Relationship to child:** |
| 1: |  |
| 2: |  |

As the parent or guardian, are you classed as a key worker. If yes, please state why:

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|  |

|  |  |
| --- | --- |
| **✓** | **Please tick where applicable** |
|  | Has your employer, in line with government policy, initiated a home worker arrangement for you. |
|  | Do you declare that during the hours of 8:40 and 3:15, there will be no adult presence at your home on a regular basis. |
|  | Do you declare that you are unable to make any arrangements to ensure that there is an adult in your home as above. |
| Signed: Date: Parent / carer of:  |

**Summary of Government Guidance**
*If it is at all possible for children to be at home, then they should be.*

1. If a child needs specialist support, is vulnerable or has a parent who is a critical worker, then educational provision will be available for them.
2. Parents should not rely for childcare upon those who are advised to be in the stringent social distancing category such as grandparents, friends, or family members with underlying conditions.
3. Parents should also do everything they can to ensure children are not mixing socially in a way which can continue to spread the virus. They should observe the same social distancing principles as adults.
4. Residential special schools, boarding schools and special settings continue to care for children wherever possible.

If your work is critical to the COVID-19 response, or you work in one of the critical sectors listed below, and you cannot keep your child safe at home then your children will be prioritised for education provision:
**Health and social care**Includes but is not limited to doctors, nurses, midwives, paramedics, social workers, care workers, and other frontline health and social care staff including volunteers; the support and specialist staff required to maintain the UK’s health and social care sector; those working as part of the health and social care supply chain, including producers and distributers of medicines and medical and personal protective equipment.
**Education and childcare**Includes nursery and teaching staff, social workers and those specialist education professionals who must remain active during the COVID-19 response to deliver this approach.
**Key public services**Includes those essential to the running of the justice system, religious staff, charities and workers delivering key frontline services, those responsible for the management of the deceased, and journalists and broadcasters who are providing public service broadcasting.
**Local and national government**Only includes those administrative occupations essential to the effective delivery of the COVID-19 response or delivering essential public services such as the payment of benefits, including in government agencies and arms’ length bodies.
**Food and other necessary goods**Includes those involved in food production, processing, distribution, sale and delivery as well as those essential to the provision of other key goods (for example hygienic and veterinary medicines).
**Public safety and national security**Includes police and support staff, Ministry of Defence civilians, contractor and armed forces personnel (those critical to the delivery of key defence and national security outputs and essential to the response to the COVID-19 pandemic), fire and rescue service employees (including support staff), National Crime Agency staff, those maintaining border security, prison and probation staff and other national security roles, including those overseas.
**Transport**Includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the COVID-19 response, including those working on transport systems through which supply chains pass.
**Utilities, communication and financial services**Includes staff needed for essential financial services provision (including but not limited to workers in banks, building societies and financial market infrastructure), the oil, gas, electricity and water sectors (including sewerage), information technology and data infrastructure sector and primary industry supplies to continue during the COVID-19 response, as well as key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services), postal services and delivery, payments providers and waste disposal sectors.

**Full details of the Government’s guidance 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>