



Be the best you can be, every day.

Friday 20th March 2020

Dear Parents

Following on from our update yesterday, and the release of the latest government guidance late last night, I am writing to provide you with further details regarding arrangements for next week.

Please note: Government guidance is very clear in that if it is at all possible for children to be at home, then they should be.

However, there will be provision for children to be able to attend North Downs from Monday 23rd March if any of the below apply:

- They are in receipt of an SEN Education Health Care Plan (EHCP)
- They have a designated social worker
- They are a vulnerable pupil
- Parents who live at home with the children are key workers (the list of those under the category of 'key worker' is listed below)

For the latest guidance released by the DfE can be accessed via the links below:

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

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

So, for your reference - Key Workers are defined as:

- Health and social care

This includes 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 distributors of medicines and medical and personal protective equipment.

- Education and childcare

This 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

This 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

This 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

This 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

This 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

This 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

This 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.

As per the guidance, 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.

If it not possible for your child to stay at home and you fall into the groups above and you would like your child to attend school, please notify us by completing both pages of the form accompanying this letter by 3.00pm today and emailing it back to info@northdowns.surrey.sch.uk Alternatively, please call the school office on 01737 843384.

TO CONFIRM AND BE ABSOLUTELY CLEAR, CHILDREN WILL NOT BE ADMITTED WITHOUT THIS FORM BEING COMPLETED IN ADVANCE.

- **If your child does not fall into these groupings, please do not send your child into school. If you do, you will be asked to collect them.**
- **As stated above if it is at all possible for children to be at home, then they should be. We must therefore emphasis the government guidance also states that ‘many parents working in these critical sectors may be able to ensure their child is kept at home. Every child who can be safely cared for at home should be. Therefore the information you include on your form will be crucial.**

As from next week:

- All children will be based at the Brockham site due to the additional space the site provides, classroom furniture and resources which are suitable for all age ranges as we will be opening the school with a much reduced staff.
- There will be no staff available at the Leigh or Betchworth sites.
- There will be no Breakfast or Moles provision available.
- It is acceptable for the parents of children who will be attending to attend school, to send them only on days when they need to.
- There will be no requirement for children to wear school uniform.

I can only apologise for the inconvenience which I know this will cause for many of you. These are completely unprecedented times and in my 22 years of Headship I have never encountered such a situation.

I am so incredibly grateful for your ongoing support and understanding.

Yours sincerely

A handwritten signature in cursive script that reads "J L Douglass". The letters are fluid and connected, with a prominent loop for the 'J' and a long tail for the 's'.

Mrs J L Douglass

My child's name: _____

My child's year group _____

The following applies to my child's household:

- Clinical National Health Service Staff
- Teachers and nursery nurses in schools and further education/sixth form colleges
- Police Officer, Community Support Officers and some civilian police staff.
- Prison Officers and some other staff
- Probation Service Staff
- Social Workers
- Education psychologists and therapists (such as occupational therapists) employed by local authorities.
- Children and Family Court Advisory and Support Service or NHS
- Connections Personal Advisors employed by local authority or a connections Partnership.
- Firefighters and other uniformed staff below principal level in Fire and Rescue Services
- Ministry of Defence
- Highways Agency Traffic Officer staff in safety critical roles within the Traffic officer service.
- Delivery Driver
- None of the above

For each person in your household, please list each guardian and their occupation.

The following applies to my child

My child has a high level of Special Educational Need and has an EHCP (Educational Health and Care Plan)

My family has an allocated Social Worker

I consider my child as vulnerable. Please state why: _____

Signed: _____

Name: _____

Please note: parents may be asked to provide confirmation from the employees to confirm their key worker status.