

# St Mary's Catholic Primary School

Chapel Green

Crowborough

East Sussex

TN6 2LB

Tel: 01892 655 291

Email: [office@stmarysrc.e-sussex.sch.uk](mailto:office@stmarysrc.e-sussex.sch.uk)

Web: [www.stmarysrc.e-sussex.sch.uk](http://www.stmarysrc.e-sussex.sch.uk)



Acting Headteacher: Mrs Liz Hills

Acting Deputy Headteacher: Mrs Judith Botterman

Wednesday 23<sup>rd</sup> September 2020

Dear Parents/Carers,

Despite only recently re-opening the school to all pupils, the Senior Leadership Team of the school has begun planning for the possibility of a partial or total lockdown situation occurring again.

In order to be as prepared as possible, in the event of having to close the school to all children except the most vulnerable and the children of critical workers, I am writing to you to request information about parents/carers status as critical workers. Please note that the term 'parents/carers' refers to those adults who have legal parental responsibility for children at St Mary's School.

A member of the school staff will contact the parents/carers of vulnerable children in the next few weeks to discuss their child's individual needs in the event of another lockdown situation. Please do not contact the school because you think your child qualifies in the 'vulnerable child' category – school staff will make the decision regarding which children in the school qualify for in-school provision under this category.

If you think you qualify you as a critical worker, please ensure you read the attached government guidance: *Critical workers who can access schools or educational settings (updated 16<sup>th</sup> June 2020)*

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

Please note that evidence will be required of your critical worker status, as part of your application for in-school provision for your child/children under the category of 'children of critical workers' and the Senior Leadership Team of the school may contact your employer to confirm your status.

If you apply for in-school provision for your child under the critical worker category, the school will expect your child to attend school every day, unless they are unable to attend due to illness or the need to self-isolate. Please consider carefully your need for in-school provision for your child/children according to your working arrangements. Please also note that qualifying as a critical worker does not automatically ensure in-school provision for your child/children at St Mary's School. If the school does not have the capacity to offer provision for all children identified as vulnerable or children of critical workers, the school may seek provision for some children at other local schools and settings.

- If you do not qualify as a critical worker, you do not need to complete or return this form.
- If you have **already applied** for in-school provision for your child/children under the category of critical worker, you **MUST** still complete the attached form (either electronically or in paper) and return it to the school office by **Monday 28<sup>th</sup> September**.
- If you **think you qualify as a critical worker**, you **MUST** complete this form (either electronically or in paper) and return it to the school office by **Monday 28<sup>th</sup> September**.

Thank you for your continued support as we prepare for the possibility of a future lockdown situation.

Regards,

Liz Hills

(Acting Headteacher)