



Howard Primary School

20th March 2020

Dear Parents and Carers,

Re: Key worker school arrangements

Further to our previous letter this morning, we have organised the key priorities for arrangements for pupils who will be coming into school on Monday. It is important for all our key worker families to understand that we are happy and committed to fulfilling our moral duty to provide care for the children of our much-needed key workers, however, **the Government guidance clearly states that if it is at all possible for children to be at home (for example if there is another adult who can provide childcare) then they should not come into school. Home will be the safest place for your children to be if your circumstances allow for this. The rationale behind closing schools is to ensure that social distancing is maintained as far as possible and to relieve pressure on key services throughout the community as this is the best way of stopping the virus spreading.**

If any member of your household develops any symptoms of coronavirus you must not send your child into school. If your child is displaying symptoms whilst in school they will be isolated and you will be contacted to collect them immediately. Please ensure the school has an up to date emergency contact in the event of such an emergency. You may do this by email to our temporary SLT email howardprimaryslt@gmail.com. Please include the name of your child in the subject box.

For pupils who will be coming in on Monday, please take note of the following key arrangements:

1. Children should come into school in their school uniform as usual.
2. The school will open at **8.45am** and children must be collected promptly at **3.30pm**. Your child must be registered in and out of the premises by somebody who either has **parental responsibility or has been nominated by yourselves** (as long as any person attending the premises are healthy and not showing any symptoms of coronavirus).
3. Sherwood nursery will be providing breakfast club services and after school care for children who are already registered with them. If your child is not already registered with Sherwood but you think you will require wrap-around care, please contact the manager of Sherwood Nursery directly at sherwoodpreschool1@gmail.com. Prices can be found on their website at <https://sherwoodpreschoolcroydon.co.uk/>
4. All pupils must come into school via the main entrance on Dering Place. **No other school entrances will be open. Parents will not be permitted to come into the school**



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building and must wait outside with their child. Children will be checked against our registers and will sanitize their hands before entering the main foyer. Please be aware that parents / carers may be asked to provide identification in the form of a work pass or other document to show that they are a key worker. This is for safety purposes and will only be asked for if there are any concerns. Please ensure that this is brought with you each day.

5. Your child may bring in a packed lunch however a school meal from a limited menu will be provided for all children in school each day.
6. If your child is going to be absent on a particular day, you must call the school number as normal to report this on 0208 688 4216.
7. Please be aware that during this difficult period we may be short on staff and other resources. The Government have made it clear that schools are no longer going to be academic institutions but rather we will be providing a childcare service. Whilst we will endeavour to provide a degree of appropriate education to your child, they will not be receiving a timetabled provision of core and foundation subjects as they usually would receive.

These are challenging times and unprecedented measures will need to be taken moving forward. We thank our key worker parents and carers for the vital role that they will be playing in the coming weeks. If you have any concerns that you wish to raise with our senior leadership team please either call the school number or email us at howardprimaryslt@gmail.com.

Yours sincerely,

Senior Leadership Team

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