



21st March 2020

Dear Parent / Carer

Key worker definition

Your child's school is now closed with the exception that it is open to parents of key workers and certain vulnerable groups of children. The school is run by the Birmingham Diocesan Multi-Academy Trust and this information is being provided by us to ensure that only the children identified by the government are allowed into school, this is to ensure that the coronavirus does not spread further across the country and put the health of individuals, especially the elderly and ill at risk.

The government has announced the groups that can be classed as key workers, and these are at the end of this letter.

Under the government guidelines 'key workers' are those that are critical to the COVID-19 response include those who work in health and social care and in other key sectors outlined below. Many parents working in these sectors may be able to ensure their child is kept at home, for example because their partner does not work in a 'critical' occupation. **Every child who can be safely cared for at home should be as we need to limit the number of children and staff in schools in the fight against the virus.** Please ensure that you meet these requirements before sending your child into school.

The government guidance states that:

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.

Can we reinforce the following:

- To be classed as a 'key worker' **your role must be critical to the COVID-19 response**
- ***If you have a partner who does not have a role critical to the COVID-19 response they should be looking after the children unless there are exceptional circumstances e.g. their age or they are in a risk group***
- Even if your sector has been designated as 'key workers' it does not necessarily mean that your role within that organisation is 'critical' – please check with your employer

We know that this is a difficult time for you and many of you will be worried about your jobs and income but the government is clear, the aim of this policy is to reduce the amount of social contact we are having with one another to reduce the risks. We are asking all parents who are using school places because they are key workers to complete the attached form and return to school.

Please do not put our school staff in a difficult position by taking your child to school when they do not meet the criteria for being in school. School staff are putting their health at risk in order to support

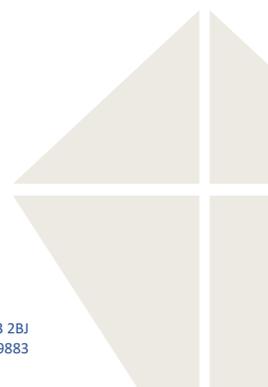
the country at this time of crisis. If the school asks you not to bring your child to school as they don't feel you meet the criteria the responsibility must be on you, and not the school to prove that the criteria do apply – this might be through gaining written confirmation from your employer.

Your support in these matters is greatly appreciated.

Yours faithfully

Christopher Mansell

Christopher Mansell
Chief Executive Officer



Coronavirus key worker declaration

Parent / carer 1 name:	
Occupation:	
Name of employer:	
Address of employer:	
Contact telephone number of employer to confirm key worker status	
Is your role full-time or part-time	
If part-time, what sessions will your child normally need to attend during the school closure period	

Parent / carer 2 (if appropriate) name:	
Occupation:	
Name of employer:	
Address of employer:	
Contact telephone number of employer to confirm key worker status	
Is your role full-time or part-time	
If part-time, what sessions will your child normally need to attend during the school closure period	

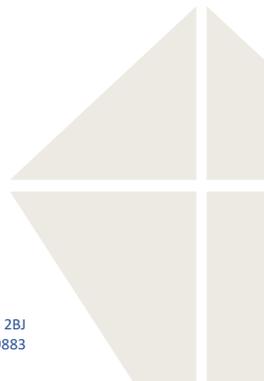
Parent 1 declaration: I can confirm that the details provided above are correct and that my employer has informed me that I have been designated as a key worker:

Signed: _____ Date: _____

Parent 2 declaration: I can confirm that the details provided above are correct and that my employer has informed me that I have been designated as a key worker:

Signed: _____ Date: _____

Please note that once the coronavirus pandemic restrictions have been removed this information will be shredded



Key worker definitions

Parents whose work is critical to the COVID-19 response include those who work in health and social care and in other key sectors outlined below. Many parents working in these sectors may be able to ensure their child is kept at home. And every child who can be safely cared for at home should be.

Please, therefore, follow these key principles:

1. If it is at all possible for children to be at home, then they should be.
2. 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.
3. 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.
4. 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.
5. 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

This 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 distributors of medicines and medical and personal protective equipment.

Education and childcare

This includes childcare, support 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.

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.

