



25 March 2020

Dear parents and carers (critical workers & those with vulnerable children)

The need for Easter holiday provision

I hope that you and your families are well. On behalf of all in our wider communities, I would like to thank the considerable number of you for the work you are doing at this critical time; you are making an invaluable difference and I hope that the provision we have in place for your children is supporting you in that.

We are now assessing what your needs might be for provision for your children over the Easter holiday period (Monday 6 – Friday 17 April). In accordance with the request from central government, we will make childcare provision available for you if you need it. As the numbers of children will be relatively low, **this provision may be in your child's regular school OR in another, nearby school within our Trust.** We will ensure that numbers are low and that we rigorously follow the social distancing advice in **all** settings.

In order to assess the numbers and geographical areas of need, please could you fill in the form overleaf and return it to the school by the end of the day tomorrow (Thursday 26 March). My apologies for the very tight turnaround on this but, as you will appreciate, our planning needs to be done very rapidly to ensure that staff and resources are available to meet your needs.

If you do not yet know the shift patterns you will be working over the period, please state that in the text box; we will at least know that you *may* need childcare provision. Any details you are able to give in terms of when this need may arise will obviously be helpful. Please note that, if you have a child at more than one of our schools, you will need to fill in more than one form.

Again, I would respectfully remind you that the government advice is for parents to send their children to school **only** if they do not have means to supervise and care for them at home.

If you have any specific queries or concerns, please contact your child's school directly.

Take care, and God bless you and your families.

Yours sincerely



Neil Lockyer
Chief Executive Officer

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Child's School: _____

Child's name (1): _____

Child's name (2): _____

Child's name (3): _____

Parent name: _____

Parent 'critical worker' employment (if applicable): _____

In the box below please describe, in as much detail as you can, what childcare provision you are likely to need between Monday 6 – Friday 17 April. Where possible, please give days and whether this will be morning, afternoon or both. If you are unsure about shift patterns but know that you will need *some* childcare provision, please simply state that: