

Friday 20th March 2020

Dear Parents and Carers,

Re: URGENT and IMPORTANT Coronavirus update – school closure to most pupils

Following on from our last update, we are now writing to confirm our arrangements following the Government's decision to close all schools for most pupils. This is due to the ongoing national emergency.

If you think you fall within the critical categories listed on the attached keyworkers information sheet you should confirm with your employer that, based on their business continuity arrangements, your specific role is necessary for the continuation of this essential public service.

Please, therefore, follow these key principles:

1. **If it is at all possible for children to be at home, then they should be.**
2. Any child with an underlying health condition, outlined by the Government, **should absolutely not** attend school and we will refuse to take them into our care, as we become responsible for their well-being.
3. 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.
4. 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.
5. 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.
6. Residential special schools, boarding schools and special settings continue to care for children wherever possible.

If you are a designated keyworker and do require a place for your child in school please contact the school by returning the survey form that we have sent out to all parents via email to a newly created email account : KeyWorker.Netherbrook@learninglinkmat.org.uk Please ensure that you complete all relevant sections on the form.

Parents that arrive at school having not completed the keyworker form will be asked to fill one in at the door and a place in school may be refused. I must state clearly that **if you have the capacity to keep your children at home then you MUST do this** as school is closed. The provision we are offering is for **ESSENTIAL SERVICES ONLY**. If one adult in the household is a keyworker, but another can look after children through changing existing work patterns or not attending college courses etc then this should be the case. We have a very limited number of available staff and therefore our capacity for looking after children is greatly reduced. Please do not think it is acceptable to just send children in anyway, if you have options available to you to keep them safe and well at home. This is a national crisis and should be treated as such.

Information for Keyworkers whose children are attending school.

School Organisation

We will not be able to provide any school run Breakfast or After-school club provision other than what is currently provided through Netherbrook Acorns. This is an external company and their charges will apply as usual. Please contact them directly if you require a place at their clubs. Telephone: [07718 308296](tel:07718308296) or email netherbrookacorns@talktalk.net

We will ensure that at all times the school has a member of the senior leadership team present as well as a Designated Safeguarding Lead available and Health and Safety Officer as well as first aiders and fire marshals. However, it is likely that staff will be operating on a rota based system, so it may be different people each day.

Normal school hours and routines will apply for children attending school under these new arrangements. Pupils should be in school by 8.55am and on Monday they should enter through the main front entrance (NOT CLASSROOMS) and go straight into the hall. Pupils must be collected promptly at 3.15pm from the designated collection points – these are: EYFS children to be collected from the Nursery outdoor classroom entrance, Years 1 and 2 from 1L classroom, Years 3 and 4 from 3K classroom and Year 5 and 6 from the community room. Pupils should wear the correct school uniform as usual.

Due to staffing availability, pupils may not be taught by their normal class teacher and support staff. Lessons will be planned and delivered by teachers and support staff and will include all subject areas, we will try to make this as fun and engaging as possible.

Lunchtimes

Dudley Catering Services have stated that for next week – ‘We will be providing a **‘Grab Bag’ provision only**, to include: A cheese or ham sandwich, a piece of fruit, a cake and we are hoping to also include a yoghurt, however, this is not yet confirmed. A drink will also be provided. So only ‘Grab Bags’ will be provided to any pupils requiring a meal. This will be reviewed weekly.

The children of Keyworkers attending school should follow their normal routines for lunchtime and tuck. The cost of a school meal for Years 3,4,5,6 pupils remains the same at £2.40 per day. Reception Y1 and Y2 pupils will still receive a universal free school meal. Pupils in school that are entitled to a free school meal will of course receive this as usual and of course all pupils can bring their own sandwiches if they prefer. The tuck shop will not be operating so pupils will need to bring in their own healthy tuck for break time.

Free School Meals

Any pupils not attending school who are entitled to receive a free lunch based on our current free school meal register (not universal free meals for Reception Classes, Year 1 and Year 2) will have a meal provided for them if they are needed. To qualify you will have completed FSM paperwork or completed an on line application with Dudley Local Authority. Grab bag lunches can be collected from school from Monday between 12.00pm -12.30pm for these qualifying pupils not in school. Please let us know if this applies to your child.

Communication and Absence notification

I would ask parents and carers to not contact the school office unless it is urgent as we will have reduced staffing. If a Keyworker’s child is attending school and is poorly or absent for any reason we will need to know this to make sure that registers are completed correctly.

Easter Holidays

We do not currently have any plans to open the school over the Easter break as this is extremely problematic.

Safeguarding

If you have any concerns about the safeguarding of a child, then please contact the following numbers:

- MASH (Multi-Agency Safeguarding Hub) – **0300 555 0050**
- MASH (Multi-Agency Safeguarding Hub) Out of Hours – **0300 555 8574**

[We will be open to receive the children of keyworkers and specific other groups only from 8:45am on Monday 23rd March.](#)

We will continue to let you know of any changes to arrangements as soon as possible via the School Life app, text and email services and the school website.

This is as much as we know right now and we appreciate your continued patience as we deal with this ever-changing situation. We understand that this latest news will have an impact on you and your family and it’s far from ideal, but we’ll continue to keep in touch with any updates as the situation develops.

Please remember: if you or your child feels ill and you want to know what to do next, please use **NHS 111 online**. Thank you again for your continued support, and we will be in touch with more information when we can.

Yours sincerely

P Rawlings

Mr P Rawlings
Headteacher