20th March 2020.

**Keyworkers**

Dear Parents/Carers,

The priority has to be to reduce the impact of the virus by significantly reducing social contact and movement around the city whilst considering the needs of **keyworkers**.

In light of the recent guidance from the UK & Welsh Government, we need to identify the children who attend Rumney Primary School whose parents/carers are keyworkers. The UK Government definitions are identified at the link below:

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

The priority is for supervision for children whose parents or carers work in Health & Social Care or the Emergency Services (Ambulance, Fire & Rescue, and Police). The provision will be strictly for children where at least one parent/carer is a key worker and there is no other adult available to look after the children. Every child who can be safely cared for at home should be.

If you have children of pre-school age, who also require childcare and where there is no one to provide care for them, please contact the Family Gateway on 0300133133.

School needs to gather information around the numbers of families that believe they fall into the **‘keyworker’** role. Please e-mail the school by 5:00 p.m. today with the following information if this applies to you:

**Pupil name**:

The name of the **keyworker**(parent/carer 1) :

**Keyworker** job :

Employer :

Full time or part time :

The name of the **keyworker**(parent/carer 2) :

**Keyworker** job :

Employer :

Full time or part time :

Please confirm that there are no other child care arrangements possible:

No child will be able to attend a child care provision at school on Monday 23rd March until the place is confirmed by school.

We have to ensure the staffing ratio follows the Local Authority guidance in order to keep our children, keyworkers and staff safe.

We are awaiting further guidance from the Local Authority as regards allocation and location of child care supervision. In the first instance, for week beginning 23rd March it is believed your child will be supervised at Rumney Primary. Once allocated further details will be provided via e-mail.

 Yours sincerely,

 Miss D.E. Williams

 Headteacher