

20 March 2020

Dear Parent/Guardian

The government have now confirmed the definition of a key worker. You are classed as a key worker if you fall within the following categories:

- Health and Social Care
- Education and Child Care
- Key Public Service
- Local and National Government
- Food and Essential Goods
- Public Safety and National Security
- Transport

If you are a key worker and wish to make use of this facility, email us at essential@leesbrook.co.uk. Please ensure that you have emailed to this address by 1pm on Saturday 21 March. If you fall within this category, the school will be open to your youngster between 9am and 3pm every day. Your youngster does not have to be in school every day, however you will be asked to inform us the week before on what days they will attend. If attending, all students must be in for the full day, they must bring with them the correct equipment and a pair of trainers. All students are expected to wear school uniform.

The government guidance states that *'Many parents working in these critical sectors may be able to ensure their child is kept at home. Every child who can be safely cared for at home should be.'* Please find a link to the full government guidance:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/closure-of-educational-settings-information-for-parents-and-carers>

Once you have emailed, you will then be sent a pro-forma requesting additional information that needs to be returned by Sunday 22 March at 5pm.

On your initial email, please provide details of:

Student(s) name:

Form:

Parent's essential work role:

Employer:

Yours sincerely



Zoe House
Headteacher