

5<sup>th</sup> January 2021

Dear Parents,

In light of the Prime Minister’s statement last night you will be aware that where possible, everyone should stay at home. Clearly we will continue to provide care to children of critical workers and vulnerable children as requested by government.

I am however, reviewing the staffing we have in school as it is also my responsibility to ensure that I protect as many staff as I can as well as keeping your children as safe as possible. I would ask that you review your current requirements for care in school and inform me if there are days when your child does not require a place as you are not carrying out your critical roles on those days.

*As a reminder, our role is to provide care to children **only** for parents to carry out their roles critical to the COVID 19 response. If there are days when you are not working, then your child should stay at home with you. Unless your child is vulnerable.*

Some schools are asking key worker parents for evidence of keyworker status as well as rotas to evidence shift patterns. Whilst I am personally not requesting this currently, I may need to refer to this in the future.

Please can I ask you to email me at [headteacher@hollingbourne.kent.sch.uk](mailto:headteacher@hollingbourne.kent.sch.uk) if there are changes to the days you have requested.

Thank you so much for your cooperation in this matter.

Yours sincerely,

Helen Bradley-Wyatt  
Headteacher