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20<sup>th</sup> March 2020

**RE: Childcare provision for Keyworkers and Children in Vulnerable groups**

Dear Parents and Guardians,

As a school we are absolutely committed to 'doing our bit' and supporting the country at this extremely challenging time. Outlined in this letter is the approach our school will take, as part of the Bradgate Education Partnership, to deliver critical care and support to eligible pupils from Monday 23<sup>rd</sup> March.

Please note we will not be operating as a 'school' and will not be providing a fully educational curriculum – we will, of course, be exercising a common sense approach and will try to ensure children are safe and engaged in age-appropriate activities.

We have now received further clarification from the government about schools remaining open for children of Keyworkers and vulnerable children. This states that the most recent scientific advice on how to further limit the spread of Coronavirus (COVID-19) is clear. If children can stay safely at home, they should, to limit the chance of the virus spreading. This is why the government has asked parents to keep their children at home, wherever possible, and asked schools to remain open only for those children who absolutely need to attend.

It is important to underline that schools, remain safe places for children. But the fewer children making the journey to school, and the fewer children in educational settings, the lower the risk that the virus can spread and infect vulnerable individuals in wider society.

Schools, and all childcare providers, are therefore being asked to continue to provide care for a limited number of children – those children who are vulnerable, and children whose parents are critical to the Covid-19 response and cannot be safely cared for at home.

Vulnerable children include children who are supported by social care, those with safeguarding and welfare needs, including child in need plans, on child protection plans, 'looked after' children, young carers, disabled children and those with education, health and care (EHC) plans. The list of Keyworkers can be found at the end of this letter for clarification.

**You have contacted us to confirm that you or your child falls in one or more of the categories outlined by the government and therefore we are able to provide childcare for your child from Monday 23<sup>rd</sup> March.**

**Principles we will ask you to follow:**

- **If at all possible, including children of Key Workers, children should be kept at home for social distancing.**
- Parents should do everything they can to ensure children are not mixing in a way which can continue to spread the virus.
- Everyone should continue to follow Public Health England guidelines and only send pupils into school if they are healthy, they do not need to self-isolate and have not been with anyone presenting with any symptoms.
- Please keep us informed of any self-isolation or cases of Covid-19 within the family or via any direct contact.
- **Only use the service if absolutely required** – for example we would ask part-time key workers not to use the service on days when they are not working.

On Monday 23<sup>rd</sup> March your child will need to arrive at Wreake Valley Academy at 8.30am and can be cared for until 4pm. Currently only the Leicestershire County Council bus routes are running, this will be kept under review and may change as we move forward and we will keep you notified of this. Students will not be expected to wear uniform. Students will be able to access the site in the usual way however, they will need to come in to school through the Bradgate Sixth Form using the automatic doors. Staff will be there to meet you. We have outlined below how we envisage the day to run:

- Completing their online learning
- Accessing the library to read
- Being able to complete an activity of their choice from home in the afternoon

The school will be providing childcare with a skeleton team of staff. To ensure that we have the correct ratios for students to staff we ask that you help us by doing the following things:

- reconfirm whether or not you wish to accept the place being offered to you by emailing us at [admin@wvacademy.org](mailto:admin@wvacademy.org) by **5pm on Saturday 21<sup>st</sup> March**.
- If your circumstances change at any point notify us by contacting the [admin@wvacademy.org](mailto:admin@wvacademy.org) email.
- If your child becomes ill or has to self-isolate or you have to isolate as a family and your child is unable to attend contact us through the [admin@wvacademy.org](mailto:admin@wvacademy.org) email.
- We will ask for confirmation each week that you still require a place for your child for the following week. We will write to you again to explain this procedure.

Please do not call the school switchboard.

We are also asking you to inform us of any medical conditions by emailing [admin@wvacademy.org](mailto:admin@wvacademy.org)

During lunch time sandwiches, fruit and drinks will be available to purchase. Wisepay cards will need to be used as normal to purchase food and topped up on line as we will not have access to the top-up machines in the foyer. Alternatively, students may bring a packed lunch. Students can bring a snack from home to eat at breaktime if they so wish. Please ensure your child comes with a refillable water bottle so that they can stay hydrated throughout the day. Students eligible for Free School Meals will be provided with lunch and a drink. All parents must notify us of any allergies by emailing [admin@wvacademy.org](mailto:admin@wvacademy.org)

With the situation changing at such a rapid pace it may be necessary for your son/daughter to attend a site which is different to your child's usual school, if there is insufficient staff who are well enough to run the childcare at Wreake Valley. We will notify you should this be required.

#### **Principles we will be following if we have capacity issues with our staffing:**

We will be applying the following guidelines to ensure we have workforce for as long as possible. We want to ensure we retain capacity and a healthy workforce in place for the predicted spike in frontline pressures predicted in the coming weeks. If required and needed to, we will give priority in the following order:

- Pupils where either parent is a member of frontline NHS staff – e.g. doctors & nurses
- Pupils who have a Social Worker or who are identified as being extremely vulnerable
- Pupils where both parents (or one parent for single parent families) are on the Key Worker list
- Pupils where one parent is on the Key Worker list

We are working with the Bradgate Education Partnership Trust to look at the provision that we can offer during the Easter holiday period and will confirm this with you early next week.

If you have any queries please use the [admin@wvacademy.org](mailto:admin@wvacademy.org) email to contact us.

Cont/d....

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**Important information that you now need to provide us with:**

1. Reconfirm whether or not you wish to accept the place being offered to you by emailing us at [admin@wvacademy.org](mailto:admin@wvacademy.org)
2. Inform us about medical conditions by emailing [admin@wvacademy.org](mailto:admin@wvacademy.org)
3. Notify us of any allergies by emailing [admin@wvacademy.org](mailto:admin@wvacademy.org)
4. If your circumstances change at any point notify us by contacting the [admin@wvacademy.org](mailto:admin@wvacademy.org) email.
5. If your child becomes ill or has to self-isolate or you have to isolate as a family and your child is unable to attend contact us through the [admin@wvacademy.org](mailto:admin@wvacademy.org) email

**Please ensure that you include your child's name clearly in the email.**

If you have any queries please use the [admin@wvacademy.org](mailto:admin@wvacademy.org) email to contact us.

Yours sincerely

Nicola Morland

Acting Principal  
Wreake Valley Academy

**Keyworkers**

**Health and social care**

This includes but is not limited to doctors, nurses, midwives, paramedics, social workers, care workers, and other frontline health and social care staff including volunteers; the support and specialist staff required to maintain the UK's health and social care sector; those working as part of the health and social care supply chain, including producers and distributors of medicines and medical and personal protective equipment.

**Education and childcare**

This includes childcare, support and teaching staff, social workers and those specialist education professionals who must remain active during the COVID-19 response to deliver this approach.

**Key public services**

This includes those essential to the running of the justice system, religious staff, charities and workers delivering key frontline services, those responsible for the management of the deceased, and journalists and broadcasters who are providing public service broadcasting.

### Local and national government

This only includes those administrative occupations essential to the effective delivery of the COVID-19 response, or delivering essential public services, such as the payment of benefits, including in government agencies and arms length bodies.

### Food and other necessary goods

This includes those involved in food production, processing, distribution, sale and delivery, as well as those essential to the provision of other key goods (for example hygienic and veterinary medicines).

### Public safety and national security

This includes police and support staff, Ministry of Defence civilians, contractor and armed forces personnel (those critical to the delivery of key defence and national security outputs and essential to the response to the COVID-19 pandemic), fire and rescue service employees (including support staff), National Crime Agency staff, those maintaining border security, prison and probation staff and other national security roles, including those overseas.

### Transport

This includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the COVID-19 response, including those working on transport systems through which supply chains pass.

### Utilities, communication and financial services

This includes staff needed for essential financial services provision (including but not limited to workers in banks, building societies and financial market infrastructure), the oil, gas, electricity and water sectors (including sewerage), information technology and data infrastructure sector and primary industry supplies to continue during the COVID-19 response, as well as key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services), postal services and delivery, payments providers and waste disposal sectors.