



St. Andrew's CEVA Primary School  
Ecton Brook Road  
Ecton Brook  
Northampton  
NN3 5EN  
Tel: 01604 406486

Mrs D L Thompson  
Head Teacher

20<sup>th</sup> March 2020

Dear Parents/Carers,

### **Coronavirus COVID-19 Emergency Child Care**

Following the Government directive to close schools and the subsequent guidance, we are opening an application form system for you to apply for childcare at school from Monday 23<sup>rd</sup> March 2020.

This will have limited spaces due to running a skeletal staff and we need to ensure that we maintain safe working practices at all times.

The Government advice is:

“The most recent scientific advice on how to further limit the spread of COVID-19 is clear. If children can stay safely at home, they should, to limit the chance of the virus spreading. That 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.”

Bearing in mind this service is for emergency child care only, the application process will require you to come in to school with employment ID and a headed letter from your employer to prove that you are a key worker.

**It should also be noted that the Government have placed a requirement on key worker parents to obtain confirmation from their employer that, based on business continuity arrangements, their specific role is necessary for the continuation of this essential public service.**

You will also need to have ensured that no other alternative and safe care is available for your child/ren. Where there are two parents/carers in the household, both will need to show that they are key workers.

You will need to have filled the application available at school office and have brought the proof mentioned above by the end of the school day (3:30pm).

We realise that this is very short notice but we have had very little information and time to put this in place.

Once you have filled the application form in and produced proof, we will then allocate places depending on demand and using a ranking system and we will inform you regarding the place allocation before Monday 23<sup>rd</sup> March by email/text message.

If you have NOT been allocated a place, please DO NOT bring your child on Monday 23<sup>rd</sup> March.

Thank you for your co-operation at this difficult time.

Yours sincerely,

Mrs. D. Thompson  
Head Teacher