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19 March 2020

Dear Parents and Carers,

I am sure that most of you already know about the Government plans to close all UK schools from Friday. We completely understand the reasons behind this decision, but also realise that this will be a difficult time for many families and hope that you are able to continue to help and support each other, as you always do, in the weeks and months ahead.

Tomorrow, we will be writing to you with details of how we will send work to children during this closure. Initially, there will be packs that we have prepared which we will be sending home. Further tasks will be sent out by email.

For those of you who think that you may meet the category of key worker (e.g. front line services), we now need to ask you to supply us with information regarding your role, employer and whether or not you will be wanting your children to continue attending school from Monday. Even if you are a key worker, we currently understand that there will be no obligation for your children to access this provision. At this stage we await further guidance and recommendations in terms of the criteria that must be met in order to access this service.

With very little time to prepare we must ask for your reply by **10am Friday 20 March**, I must also make you aware that in this may involve taking your child to another school in the local area. At this moment in time, schools have not yet been given concrete information, so will update you as soon we know more.

The information we need emailing back to us is as follows:-

- *Names of all parents/carers*
- *Employment details for all parents/carers (in brief, e.g. role, employer, hours)*

- *Name of child/ren & year group*
- *Whether you would need full time/part time support (if so, which days)*
- *Finally, if you meet the criteria for having a vulnerable child, whether you will be sending them to school from Monday.*

*If you feel that you meet the above categories, please email your information to our main email: **enquiries@cliffordallsaints.sheffield.sch.uk***

We will then collate this information tomorrow and consult with the DfE and other schools in the area to ensure we are fully compliant. Heads are hoping that further information will be forthcoming in the next 24 hours. I hope to be able to update families as soon as possible with the proposed arrangements.

Thank you for your continued support and understanding during what is an unprecedented time for us all.