

Executive Headteacher: Mrs J Olivier  
Head of School: Mrs T Oakley  
Tel: 01622 752161

Email: [office@sbps.kent.sch.uk](mailto:office@sbps.kent.sch.uk)  
Website: [www.southboroughprimary.org.uk](http://www.southboroughprimary.org.uk)  
Twitter: [@sbpsmaidstone](https://twitter.com/sbpsmaidstone)

Stagshaw Close  
Postley Road  
Maidstone  
Kent ME15 6TL

20<sup>th</sup> March 2020

Dear Parents / Carers,

As you will be aware, we are **closing for the vast majority of children** with effect from the end of today (Friday 20<sup>th</sup> March) until further notice in accordance with Government instruction.

We will remain open for pupils who have **EHCPs, Local Authority Looked After Children and children of key workers whose parents are unable to keep them at home. Please remember that you should only send your child in as a last resort.** We need to know urgently which children are likely to attend whose parents are key workers. **Children who do not fall into these categories should remain at home with appropriate care.**

The government has asked parents to follow these key principles:

1. If it is at all possible for children to be at home, then they should be. If you work from home, your children need to stay at home in order to reduce the risk of staff falling ill.
2. If a child needs specialist support, is vulnerable or has a parent who is a critical worker, then educational provision will be available for them.
3. Parents should not rely for childcare upon those who are advised to be in the stringent social distancing category such as grandparents, friends, or family members with underlying conditions.
4. Parents should also do everything they can to ensure children are not mixing socially in a way which can continue to spread the virus. They should observe the same social distancing principles as adults.

The school is aware of pupils who are in the vulnerable bracket and will contact them individually today if we haven't already done so.

***In order that we can make the necessary planning for Monday morning could you please let us know if you are a critical worker and you are unable to look after your child at home and need the school to provide provision for your child from next Monday then complete this Google form [Key Worker Survey](#) as soon as possible and by 3pm Friday 20<sup>th</sup> March at the latest to support us with planning. Please check the list below thoroughly, explore childcare options and where appropriate speak to your employer before completing the form.***

Late last night the government issued advice for parents on next steps for schools and **advised parents to keep their child(ren) at home wherever possible** and only use schools if there is no other option. The full guidance can be found here ([https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers?utm\\_source=3af9bd53-8b24-49d0-92be-34d607ef773a&utm\\_medium=email&utm\\_campaign=govuk-notifications&utm\\_content=immediate](https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers?utm_source=3af9bd53-8b24-49d0-92be-34d607ef773a&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate))

The Cabinet Office defines key workers as:

### Health and social care (priority 1)

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 nursery 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.

**If workers think they fall within the critical categories above they should confirm with their employer that, based on their business continuity arrangements, their specific role is necessary for the continuation of this essential public service.**

**The provision that will be provided at school will be significantly reduced. Children who are in, will be fed. Please still book in for meals to help with catering.**

Please understand that if we have no staff due to illness the school will be closed without notice.

Kind regards



Jeannine Olivier  
Executive Headteacher