Dear Parents and Carers

**RE: Critical Worker and Vulnerable Pupil School Provision**

After the initial announcement last night at 8pm we are beginning to get things in place for the school’s provision over the coming half term - can I thank you all for your calm and positive response to my email last night.

In terms of the school based Critical Worker/Vulnerable Pupil provision, can I thank those of you who have already provided us with details of your requirements – this has been very useful in initial planning. To find out if you are entitled to this provision you can check at: <https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

We will need to know the roles you are fulfilling as critical workers and may ask for paperwork to demonstrate this.

In order to get definite numbers and staffing sorted, please can I ask those of you requiring this provision to go onto the booking system on School Comms app. This is the same system as we used for the key worker care in the last lockdown, for booking wrap around care during term time and for clubs, when in simpler times we could offer them! Details for how to get started with this can be found at: <https://schoolgateway.co.uk/get-started/>

In the first instance please can we ask that you book your own children onto the system, however if you are having difficulties with this, you can email your booking requirements to Dot who will put you into the system (secretary@st-hilary.cornwall.sch.uk)

Unfortunately, with this booking system you cannot cancel bookings yourselves. In order to enable us to keep on top of the numbers we have coming into school can I ask that if your circumstances change and you no longer require a booking you have placed on the system that you immediately inform the school (Viv in the office – vivlaity@st-hilary.cornwall.sch.uk)

On the days when your child attends the Critical Worker/Vulnerable Pupil provision the details are as follows:

* **Drop off and pick-up points** – via the main reception, where we ask that all adults remain outside and wearing masks
* **Timings** – initially from 9 am to 3 pm, but please email to let us know if your critical worker status means you require wrap around care, which can extend the day from 8 am to 5 pm.
* **Lunches** – all children will require a packed lunch, tuck and water for the day – unless they are entitled to a Free School Meal (FSM). This applies to all Universal Free School meal children in the infant classes (Reception, Year 1 and Year 2) and any Junior children (Y3, 4, 5, 6) who currently receive a FSM. All of these FSMs will consist of a kitchen provided packed lunch.
* **Uniform** – please can children come to school in clothing suitable for school and PE/exercise each day (trainers are a must in the bag at least!)
* **Equipment** – all equipment for work will be provided by the school – please avoid bringing in additional equipment from home.

For all future weeks we require bookings for the Critical Worker/Vulnerable Pupil provision to be finalised by the end of Thursday for the following week (for example, the end of this Thursday for next week). Once this booking has been made we can then contact parents of children attending to finalise details for the kitchen in terms of meals required.

It is vital that, if at any stage your child displays any of the Covid symptoms, anyone at home has a positive test or your family are subject to track and trace isolation your children do not attend this school-based provision – please err on the side of caution with this to ensure we are protecting the health and safety of the children and adults in school.

If you have any questions regarding this, please feel free to contact me via my email address or phoning the school office.

All the best

Rob Hamshar

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