



Headteacher Mrs E Gore-Rowe

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The Brook  
Sutton-in-the-Isle  
Ely  
Cambridgeshire  
CB6 2PU

Thursday 19th March 2020

Dear Parents and Carers,

I am sure you will have heard the government's announcement last night that all schools will be closing at the end of the school day this Friday for the foreseeable future, in order to slow the spread of Coronavirus (COVID-19). I just wanted to confirm that this does apply to our school and we will close our doors to Year 2 and Year 6 also.

Due to the unprecedented circumstances with the global pandemic of Coronavirus (COVID-19), we have been asked to remain open for children whose parents are both key workers, the most vulnerable children (including those where there are exceptional circumstances) and those with an Education Health Care Plan and as a school we are committed to doing this.

**Importantly, to meet the Key Workers conditions, we do need to know that you have no other suitable childcare i.e. you are a single parent or both parents are key workers in order to access this provision.** We have now been provided with a working definition of Key Workers:

- NHS staff
- Teachers and school support staff
- Police and community support officers
- Frontline civilian police staff
- Prison officers and staff
- Probation officers and trainee probation officers
- LA officers and LA/ NHS social workers
- Uniformed staff in fire and rescue services
- Armed forces personnel and some civilian MOD personnel (ie clinical staff, MOD police, uniformed fire and defence)
- Highway agency traffic staff
- LA environmental health officers/practitioners
- Care workers
- Food/supermarket drivers and other food/supermarket workers
- Those engaged in critical national infrastructure

To support our planning, if you believe your family fits into one of these categories, can you please answer the following questions electronically – please copy and paste these questions with the appropriate information in an email to [office@sutton.cambs.sch.uk](mailto:office@sutton.cambs.sch.uk) by 12 noon on Friday 20th March 2020. If you are struggling to complete this form, please do call the office. Thank you.

Key Workers – Information The School Needs

Name of child(ren) :

PARENT 1

Name of key worker parent :

Which category of Key Worker do you fall into?

Job title of key worker parent :

Main place of work of key worker parent :

Address of place of work of key worker parent :

Line manager of key worker name :

Line manager of key worker phone number :

PARENT 2

Name of key worker parent :

Which category of Key Worker do you fall into?

Job title of key worker parent :

Main place of work of key worker parent :

Address of place of work of key worker parent :

Line manager of key worker name :

Line manager of key worker phone number :

I/We have no other alternatives and will be sending our child to school EVERY DAY.

I/We have some alternatives and will be sending our child to school SOME DAYS.

I / We have alternative care and will NOT be sending our child to school.

I must emphasise that the same isolation criteria apply and if your child or a member of the family display any of the symptoms of the Coronavirus (COVID-19) then the same self-isolation rules apply as stated by the Government.

- Temperature of 37.8 or above
- New continuous cough

We are still going ahead with plans to man the office during normal school hours, and to open the library in safe and hygienically way to allow book swaps. We will be in touch over the next few days with more details, however if you have any questions or queries please get in touch with us in the usual way.

Thank you for your understanding and patience as we manage these unique circumstances.

Yours sincerely



Mrs Emily Gore-Rowe  
Headteacher