

Frettenham Primary School  
Hainford Primary School  
Horsford Primary School  
Old Catton Junior School  
White Woman Lane School  
St. Faiths' Primary School



Nebula  
where stars are born

Ashley Best-White  
Executive Headteacher

20 March 2020

Dear Parents/Carers

**COVID-19 Update – and arrangements for the week commencing 23 March 2020**

As you know this is our last day to be open for some time. The government has made it very clear that the safest place for children to be is at home.

The government issued the key worker list after midnight last night, which was not helpful or supportive of either schools or parents/carers. You have been asked to register as a key worker according to the government's published list. Please do so as soon as possible. The list was much more extensive than we were led to believe and also went against what we had been told which was that both parents in a two adult household would need to be key workers. We know this may have caused some confusion or worry, but as I have already explained, we had little or no information. However, the latest guidance this morning, at 8.00am, **says priority will be given where both parents are key workers.**

Therefore, for those who consider themselves to be eligible:

- If you have responded to our survey and requested a place at school, please reconsider should one of the adults in your household not be a key worker.
- If a parent/adult in the household does not work, please do not request a place as this is morally wrong and unnecessary
- If you can make alternative arrangements for your child to be looked after outside of school, even if you are a key worker, please do so. They are safest at home. Our family networks are vital at this time, as are our friendship and community networks. I know the Prime Minister has stated that grandparents should not be asked to care for children, but in this instance he was referring to those over 70 years of age – not all grandparents.
- If your shift does not cover the school day, then please do not send your children to school.
- If both parents are key workers but are not in work during the school day, then please do not send children to school.

Please help us to keep everyone as safe as we can by complying with honesty and integrity to the guidelines we have finally been given by the government. We will be contacting you in due course to request ID proof of key worker status.

Further, please also note:

- Only the child with an EHCP is eligible for a place, not their siblings.
- Children identified as vulnerable are not **required** to attend school, they can be cared for at home. Support will be put in place to keep in contact with these families.

The guidance is clear: If children can safely stay at home, they should in order 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 for schools to remain open absolutely for those who need to attend. **Every child who can be safely cared for at home should be. This is an offer to parents and carers and there is NO requirement for parents and carers to send their children to school if they do not need or wish to do so.**

Please note the rules on isolation will still apply during this time e.g. if your child or anyone in your household displays symptoms, they will not be allowed into school and you will all have to self-isolate for 14 days. If you have requested a place, and are currently self-isolating, the place will not be available until the period of self-isolation has finished. We will continue to keep a record of self-isolation periods.

**The following school sites will be open from 23 March 2020 to provide childcare for eligible pupils:**

- Horsford Primary – Mill Lane site – for all eligible Horsford Primary Pupils
- White Woman Lane school – for eligible pupils from White Woman Lane Junior and Old Catton Junior School sites
- St. Faiths' Primary School – for eligible pupils from St. Faiths' Primary, Frettenham Primary and Hainford Primary schools.

**The schools will be open from 8.45am until 3.15pm.**

If you are a key worker making use of the school provision for childcare, please let us know if you will not be sending your child on given days according to your shifts etc. and following the requests bullet pointed above.

Whilst we will not be monitoring attendance, we do need to know which children to expect, for health and safety and safeguarding purposes. Please also contact us if your child will not attend because there is a requirement for them to self-isolate with the rest of the family.

Children will not need to wear school uniform.

To minimise social gathering, parents will be required to drop their children at the school gates any time after 8.45am.

All children will finish school at 3.15pm and will exit through the main gate. If you will be meeting your child, please ensure your child is aware of where they are expected to meet you.

For Early Years and Key Stage one pupils, staff will be ensuring that children are reunited with their parents safely.

If you are a shift worker and able to meet your child before the closure time of 3.15pm, please do so by coming to the appropriate school office.

Packed lunches will be made available for those children entitled to claim Free School Meals who are **NOT** attending school (i.e. for parents who receive the necessary benefit to claim free school meals). This does not include infant age pupils who used to be able to receive a universal free meal at school.

Once you have indicated you would like a packed free school meal, they will be prepared daily for the duration of the closure. The packed lunches will be available from Mill Lane for all Horsford pupils, from St. Faiths' for Hainford, Frettenham and Hainford pupils and from White Woman Lane for White Woman Lane and Old Catton pupils. Your child's school will inform you at what time they will be available for collection.

Meals at a cost of £2.20 (excluding a drink) will be available to all pupils attending school. Menus will be based on food availability. Children may choose to bring a packed lunch from home.

Finally, I would like to take the opportunity to mention, and thank wholeheartedly, our staff. Their commitment and dedication to their roles and supporting your children and the school (despite having real worries about their own families) is second to none.

Keep safe and well, look after each other.

Kind regards



Ashley Best-White  
Executive Headteacher  
The Nebula Federation