



March 20th 2020

Dear Parents/Carers,

EMERGENCY CHILDCARE FOR KEY WORKERS*

The local authority has asked clusters to provide emergency childcare for key workers. This childcare is very much for families who have no other option. The advice still remains that children will be best based at home with family. Following yesterday's scoping exercise, it is clear that the Bassaleg Cluster are dealing with very high numbers across our schools.

As such we will provide the following with effect from Wednesday 25th March:

- EMERGENCY child care for key workers (as listed below) in our own primary schools
- The provision will be offered to children from Reception to Year 7
- Y7 Bassaleg pupils will be able to attend their former primary school (or the nearest one if your child didn't attend one of our cluster primaries.) There will be staff from Bassaleg on site at the primaries.
- Childcare will be from 8am – 4pm
- All pupils will need to bring a packed lunch, drinks and snacks.
- Pupils can bring things to do in school (e.g. games, colouring books, etc) and have an opportunity to engage in their own learning packs
- We will provide indoor and outdoor space for your children to play/work safely
- Daily registers will be taken
- Free school meal children who have an emergency child care place will have their lunch delivered to their school by Bassaleg staff

Children who are entitled to free school meals but not a child of a key worker:

Bassaleg School will provide lunches for our free school meals pupils and these will be available for collection from Bassaleg between 10am and 12noon

Please note that as the Minister stated "statutory learning provision will cease in all schools", the following will apply:

- Your child will not undertake any formal lessons during the day
- They will be supervised by a skeleton school staff who will be working on a rota basis and will ensure their safety and wellbeing is a priority
- At least 1 member of school leadership will be available to contact each day
- The Bassaleg leadership team will be making regular visits to our schools each week to see their Y7s

The usual practice will be followed in the event of your child being ill or showing one of the 2 symptoms of the virus.

This is all based on each of our schools having enough staff to supervise the children. At this present moment in time we do not know what sort of numbers we will be dealing with.



The local authority will be managing applications for places and later today there will be a central LA email address for you to apply. The application window will close on Monday and provision will begin on Wednesday 25th March.

The Local Authority have stated that eligibility is:

- **Single parents who are employed as key workers**
- **Where both parents are employed as key workers**
- Parents can apply for a two-week place in the cluster provisions using a standard form sent to an LA email address
 - o These applications must be resubmitted every two weeks – to allow those who are exiting social isolation to potentially access a place
- The applications will be batched up by the LA and sent to the cluster hub/individual school for review –
 - o hubs/school inform parents if they have a place
 - o Hubs/schools inform the LA how many places they are oversubscribed/have available
 - o The LA can then coordinate sharing uptake across the city

***Initially places will only be considered for the following key worker groups:**

- o **Health and Social Care**
- o **Education and Childcare**
- o **Public Safety and National Security**

Once there is a gauge of demand and capacity we can then open up to other key worker groups and potentially expand provision across the city. It may be that some children will need to attend outside of their cluster/school where there is capacity.

In the event of one of our cluster schools needing to close due to a lack of staff, Headteachers will liaise and look to organise child care provision in another one of our cluster schools in the first instance. There will be a clear sharing of information that will enable your child to attend another school safely and comfortably, subject to supervisory capacity.

These arrangements will be an emerging one as we progress through this very much unknown school closure period.

The important thing is that we stay safe, we are able, as best we can to allow our community key workers to get to work in supporting the country in getting us through this crisis.

Kind regards,

Bassaleg Cluster Headteachers

Cat Kucia – Jubilee Park
Dean Taylor – Pentrepoeth
Fiona Rutledge – High Cross/Mount Pleasant
Lisa Lewis – Marshfield
Steve Rayer - Rogerstone
Vicky Lambe - Bassaleg