

20<sup>th</sup> March 2020

Dear Parent,

**Re: School Closure – ‘Pupils of Key Workers’**

Following the Government’s announcement on Wednesday in respect to school closures, guidance, in regard to [Maintaining Educational Provision](#) for ‘vulnerable pupils’ and ‘pupils of key workers’, has now been published. This letter is concerned with ‘pupils of key workers’.

The purpose of the Government’s strategy in respect to school closures is to prevent mass gatherings and facilitate social distancing, to thus reduce the spread of coronavirus and the associated health impacts on children, staff and the wider community. **I therefore strongly urge parents, regardless of whether their child meets the Government’s criteria as outlined in the guidance, and particularly if they have underlying health conditions, to keep their child at home, where possible. I must stress that it is not ‘business as usual’ and children should not be routinely sent to school.**

In respect to ‘pupils of key workers’, this group is extensive. Please view the [Maintaining Educational Provision](#) guidance to see if you fall under one of the categories. If you believe that you do, you will need to e-mail [keyworker@eastwood.southend.sch.uk](mailto:keyworker@eastwood.southend.sch.uk) with the following information:

- The name and form group of your child/children.
- Your category of key worker, including your specific job title/role.
- Evidence e.g. photo or screen shot of your key worker ID or scanned official letter from your company confirming your job title/role and key worker status.

**This information will need to be sent to the Academy by 5.00 p.m. today. If the Academy does not receive this information, your child will not be permitted to attend school.**

Assuming receipt and verification of the above, I would like to remind you that if your child has recently been absent from school due to self-isolation (refer to [NHS guidance](#)) they **must not** attend.

Whilst at school, your child will undertake the same learning programme that pupils not attending school will be undertaking at home. If your child is in receipt of a free school meal, arrangements will be made for the provision of food, whilst an e-voucher system is set up with Tesco.

If staffing levels continue to reduce, I may have to close the Academy entirely. Should this occur, you will need to contact [Southend Local Authority](#) who will seek to redirect your child to another local school in the area.

Yours sincerely,



Mr. N. Houchen  
Principal