

22nd April 2020

Dear Parent / Carer

**PLEASE READ THIS GUIDANCE VERY CAREFULLY.**

You have indicated that at least one of your child/ren’s parents are a key worker. You have also told us that you have **NO OPTION** than to send your child/ren to school and that you are classed as a worker who is **CRITICAL** to the COVID-19 response. **If only one parent works within any of these sectors, please could I ask that you make every effort to enable the other parent to look after your child in the first instance.**

The **SOCIAL DISTANCING** advice is **VERY** clear; if **YOU CAN** make alternative arrangements for your child **YOU MUST**. If you **CANNOT** then we will be able to support you.

**Please indicate below which sessions you require childcare, if you have not done so already:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Full day**  | **Morning only 9-12.15** | **Afternoon only 12.15-3.15** |
| **Monday 27th April** | **CLOSED** | **CLOSED** | **CLOSED** |
| **Tuesday 28th April** |  |  |  |
| **Wednesday 29th April** |  |  |  |
| **Thursday 30th April** |  |  |  |
| **Friday 1st May**  |  |  |  |

**If this changes, and you do NOT require this care as you have alternative childcare, please ring school on Monday morning before 9am. Many thanks.**

**DUE TO STAFFING CAPACITY, THE SCHOOL OFFICE WILL ONLY BE OPEN FROM 8.30AM TO 11AM EACH DAY. TO MAKE ENQUIRIES INCLUDING CHANGES TO / CANCELLATIONS OF BOOKINGS FOR CHILDCARE, PLEASE EMAIL THE SCHOOL OFFICE ; theoffice@longmanshill.n-yorks.sch.uk**

**ARRANGEMENTS FOR NEXT WEEK W/B 27th April**

School will remain open next week on a skeleton staff of 2 staff supervising all the children. On the days your child is attending, they should arrive for 9am. School will finish at 3.15pm as usual. If you work for part of the day, you will be expected to collect your child as soon as you are able to. **PLEASE INFORM OFFICE STAFF AT DROP OFF IF YOUR CHILD IS BEING PICKED UP BEFORE 3.15PM AS THERE MAY BE NOBODY IN THE OFFICE WHEN YOU ARRIVE LATER AND WE NEED TO KNOW TO BRING YOUR CHILD TO THE DOOR AT THE COLLECTION TIME.**

All children should enter via the main school entrance.

Children should wear school uniform; we may have to join provision with other schools and it will be useful to identify children by uniform. PE kits will be required throughout the week. Please ensure your child brings a coat.

If your child requires a school meal providing, please indicate below:

|  |  |
| --- | --- |
| **Monday 27th April** | CLOSED |
| **Tuesday 28th April** | Jacket Potato with cheese/beans. Custard Cookie |
| **Wednesday 29th April** | Ham Baguette, potato wedges. Chocolate Sponge |
| **Thursday 30th April** | Jacket Potato with cheese/beans. Chocolate Cookie |
| **Friday 1st May**  | Fish Fingers, potato wedges. Crispie bun |