



# CHARLTON SCHOOL

*Providing an environment in which all students can succeed,  
with learning at the heart of all we do.*



**Principal: Mr A McNaughton**

20<sup>th</sup> March 2020

Dear Parent/Carer,

You are receiving this letter as you have identified your child as vulnerable, or yourself as a key worker in the government guidance and asked for us to provide supervision for your child during the school closure.

Can I please remind you that government advice is clear in that "If it is at all possible for children to be at home, then they should be." This is to limit the chance of the virus spreading.

If your work is critical to the COVID-19 response, or you work in one of the critical sectors listed by the government, and you cannot keep your child safe at home, then education provision will be prioritised for these children.

If the request for supervision in school exceeds the staffing we have available, we will prioritise students in the following order:

1. Vulnerable students
2. Lone parents employed in a role on the critical workers list
3. Both parents employed on the critical workers list
4. One parent employed on the critical workers list

The government acknowledge the following:

- Many parents working in these critical sectors may be able to ensure their child is kept at home. 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.
- For vulnerable children, your child's social worker will work with you to assess the best option for your child.

But please note that the Government has asked that all employers, other than for front line NHS staff, provide confirmation to school that their employees are required. Whilst as a school we are not asking to see these currently, again if demand for supervision exceeds the staff available, we will prioritise placements based on confirmation from your employer that under their business continuity plan, your role is crucial to their response to Covid-19.

The arrangements we have put in place are intended as an emergency measure to support parents employed in front line services or vulnerable children, we will operate during normal school hours of 8.40am to 3.00pm. Please note we understand that buses provided by Telford and Wrekin will be running as normal.

The activities undertaken will depend on the staffing available as we are also experiencing staffing difficulties ourselves at this current time. Sessions will be supervised learning, utilising the online work set by colleagues, some subject specific delivered sessions where available, hopefully some art or design-based activities, and some physical activity.

Students are required to attend school in full uniform and to bring PE kit to enable physical activity to take place where we have staff available to deliver this. Lunch will be made available to students through our canteen and can be purchased in the usual manner, it is likely we will be able to offer only a limited menu at this time.

Please continue to notify school through [keyworker@charlton.uk.com](mailto:keyworker@charlton.uk.com) if your circumstances change and you either no longer require the support of school for supervision or transversely, you do require supervision having previously informed us this would be required only intermittently.

Discussions are taking place with the Learning Community Trust about what arrangements for provision can be made over the Easter holidays, to continue to support the employment of parents working on the critical workers list.

These are unprecedented times for us all, we will do all we can at Charlton to support your vulnerable children or to support the children of parents working tirelessly on the front line, supporting the government's efforts in fighting the Covid-19 pandemic.

Kind regards



Mr A McNaughton  
Principal