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**SUTTON ROAD PRIMARY
SCHOOL AND NURSERY**

31st March 2020

**Sutton Road Primary
School and Nursery**

Mansfield
Nottinghamshire
NG18 5SF

Dear Parents / Carers,

Thank you for your help last week in enabling us to provide the emergency childcare provision to only those of you who have had children who absolutely have needed to attend.

We are trying to work a way forward to be able to continue to offer a limited number of places for emergency childcare for our most crucial Key Workers during the Easter Vacation period (Monday – Friday from 6th April – 17th April).

In order to prioritise this fairly and appropriately if you haven't already provided us with it, we will require **individualised evidence** from your employer **for both set of parents** which details:

- 1. Your name and full job title**
- 2. Your confirmed hours of work during the Easter vacation period (Monday – Friday from 6th April – 17th April)**

We will not be accepting a generic blanket letter from any employer in this instance.

We are also reminding you that in order to stop the imminent spread of Covid-19 the Government guidance released last Friday stated:

'Many parents working in these (Key Worker) sectors may be able to ensure their child is kept at home, and every child who can be safely cared for at home should be'.

'The government has asked parents to keep their children at home, wherever possible, and asked schools to remain open only for those children who absolutely need to attend'.

So, if your child can stay safely at home, then they absolutely should, to limit the chance of the virus spreading.

If you still need to pursue an emergency childcare place with us for any days during the Easter Vacation period, please ensure you secure the evidence requested for us in red to consider and send this to the following email address: SRCovid19@suttonroad.org

Many thanks for your consideration and support.

Yours sincerely,

Nicola Davies
Executive Headteacher

Emma Severn
Head of School

