**21st March 2020**

**Dear School Families**  
  
**In these highly exceptional and challenging times, I wanted to personally reassure you that we in school are taking all measures possible to protect the welfare of our children. Our school will not be in a position to open until we have a deep clean – which we are having trouble accessing.**

**When we open, it will be with a skeletal staff to provide child-care for only those parents who are key workers. I appreciate that most parents working in the identified key worker list may be able to ensure that your child is kept at home.**

**If you wish to avail of this child-care offer, please email me your request. Due to the lack of staff and social distancing restrictions, we will be unable to offer places to children with statements. I am tasked with ensuring the safety of the staff and pupils in our care,**

**It is the principal’s remit to prioritise applications for child-case places. I would ask you to fill in this form and email me by return should you wish to apply for a place. I WILL CONFIRM WITH YOU, VIA YOUR EMAIL ADDRESS, IF WE ARE ABLE TO ACCOMMODATE YOUR CHILD.**  
  
**Stay safe and please do take good care of yourself, your families and friends.**

**With every good wish**

**Wendy McKeown**

**Child’s name**

**Class**

**I am a key worker – state category: Health and Social Care, Education and childcare, Public Safety and national security, Transport, Utilities and Communication, Food and other necessary goods, Key public service**

**Do you understand and accept that children will be socially distanced at school?**  
**Parents Name**

**Contact Number**

**Email address**

**Every alternative childcare arrangement should be explored before deciding to send children to school. School should be a last resort. This is in order to comply with general public health advice on social distancing.**

**There will be no medical support available in school.**

**Provision of any level of service will be dependent on staff availability and the school may have to be closed if this becomes a problem.**