



Birches First School

Believe, Grow, Succeed



Key Worker Childcare Provision

Easter Holidays

Dear Parents,

Looking ahead to the Easter holidays, it has been decided to centralise our childcare provision to one site. Therefore, for the two week period from Monday 6th April to Friday 17th April, childcare for Key Worker children will be offered at Codsall Middle School. Provision for the weeks following the Easter holidays will be reviewed over the coming weeks.

Provision will offered from 8.30am until 3.15pm.

Birches staff will be onsite to supervise and care for Birches children. Medical information and medicines will be taken with us and Birches safeguarding procedures will continue to be followed to ensure that children remain safe and well cared for during their time at Codsall Middle School. Drop off and collection arrangements are to be confirmed, however, please be assured that there will be a familiar face to welcome the children in on Monday (and subsequent days) and show children and parents where to go!

Children will be required to bring their own packed lunch, water bottle and snack. If children would like to, they are able to take their scooter or bike to ride on the playground when the weather allows. (Children will only be allowed to ride their own bikes and scooters for Health and Safety reasons.) Child can come in their own, comfortable, suitable clothing and should bring a named coat for outdoor play. If the weather is warm, a named sunhat should also be sent.

I will email the below booking form to all parents who we know may need childcare. If there are any parents who previously haven't needed childcare but are now in need, please email jferretti@birches.staffs.sch.uk to request a form. In order to plan staffing accordingly we are asking parents to book for both weeks of the holidays at this point. Please could all parents complete and return the booking form outlining their childcare requirements for weeks commencing 6th April and 13th April 2020 by **Wednesday 1st April at 6pm** so that registers can be compiled, staffing confirmed and confirmation emails sent.

Best wishes

Mrs J Ferretti

Acting Headteacher



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School Closure Childcare Booking Form for Eligible Children – EASTER HOLIDAYS

Please complete the below form and email it to jferretti@birches.staffs.sch.uk by 6pm on Wednesday 01.04.2020 to enable us to plan our provision and staffing. Many thanks.

Parent's name:

Key Worker role:

Contact telephone number:

Email:

Child(ren)'s name(s):

Will require childcare on; (please tick those that apply)

Week commencing Monday 6th April:

	Monday	Tuesday	Wednesday	Thursday	Friday
AM 8.30-12.00					
12-00-1.00					
PM 1.00-3.15					

Week commencing Monday 13th April:

	Monday	Tuesday	Wednesday	Thursday	Friday
AM 8.30-12.00					
12-00-1.00					
PM 1.00-3.15					

A polite reminder, to enable us to sustain our provision for those most in need and minimise risk to staff and children who must attend, we would ask that parents do take note of the key message from the Government that *'If it is at all possible for children to be at home, then they should be,'* regardless of whether they fall into the Key Worker categories.

Thank you.