

Frettenham Primary School
Hainford Primary School
Horsford Primary School
Old Catton Junior School
White Woman Lane School
St. Faiths' Primary School



Nebula
where stars are born

Ashley Best-White
Executive Headteacher

EMERGENCY CHILDCARE PROVISION DURING SCHOOL CLOSURE DUE TO COVID-19

This provision is in place only for the children of defined Key/Critical Workers and vulnerable pupils only if they are unable to find any other alternative childcare options and only for any hours or days of work between our opening times of 8.45am – 3.15pm.

Please do not put your child/family/household at further risk by using this facility unless necessary and please do not put the health of our staff or the wider community at risk by using this facility or abusing it.

Please think about others.

If your job is not vital to the fight against the coronavirus then please do not take up an emergency care place in our Federation. It is not free childcare; it is to enable those trying to keep people alive to get into work. It is literally a matter of life and death.

If both parents/carers are not in such a role, eg vital to the fight against the coronavirus (or one parent in a single parent/carer household) then PLEASE do not take up this place. If staff become unwell because of their contact with children here, then we will have to close. This could mean a nurse, doctor or other NHS worker or health professional cannot get into work and it could be your or your family that needs their help.

If you, your child or anyone you have been in close contact with or lives in your family home has a fever or cough, then you and your family will need to self-isolate for 14 days. Your child cannot attend the provision in this time.

We reserve the right to take your child's temperature when they are with us. If they have a temperature for whatever reason, you will have to come and collect them and they have to self-isolate with you at home for 14 days. This means you should not leave the house. This is also the case for any child with a cough, whatever the reason. We will take no chances. We cannot afford to for the sake of your child, your family, our staff and the wider community. Children will be out in isolation until they are collected. Prompt collection is required. We then have to take advice and if a deep clean is required **ALL** children could be sent home.

If this is passed on to the child of one of our NHS frontline staff through attending our provision, then they have to do the same. This means for at least 14 days someone who you or your family could rely on if you are ill or at risk of dying cannot go to work. The consequences are obvious.

Children are safer at home in a situation where their social interaction/contact is limited.

If your child attends the emergency childcare, you will need to abide by our conditions of use. We will keep places under review at all times, especially if staffing levels decrease through illness or self-isolation.

You can only bring in your child on the dates/times you work within the school day. It is not to be abused. Proof of working hours/patterns is required, as is proof of your job role. We will follow up on information and we will withdraw a place if we feel it is not vital and has been abused for reasons other than the fight against coronavirus.

If you still wish to take up this place, please fill in the information below.

Please complete this for each child – although we hold some of this information at school, we realise that health needs may have changed and emergency contacts altered in light of the outbreak.

Child's Full Name		
Medical/Health Needs Medication Needs		
Parent/Carer Name(s)		
Place of work and role	Place of work Role Hours and days of work (If you have a variable shift pattern please share on a separate piece of paper)	Place of work Role Hours and days of work (If you have a variable shift pattern please share on a separate piece of paper)
Emergency telephone number(s)	Work number Home or mobile number	Work number Home or mobile number
Email address(es)		
Emergency contact details	<i>We will telephone each of these people in turn if there is an emergency. If we can't reach you, they may need to make a decision on your behalf about your child.</i>	
	1)	
	2)	
	3)	
	4)	

CONDITIONS OF USE - PLEASE TICK EVERY BOX TO SHOW YOU HAVE READ AND AGREED. IF YOU DO NOT, YOUR PLACE WILL BE WITHDRAWN. IF YOU DO NOT ABIDE BY THESE REGULATIONS YOUR PLACE WILL BE WITHDRAWN

Provision

Statement	Please tick
I understand that the provision is EMERGENCY childcare and not 'school'. This is provided for staff critical to fighting the coronavirus or vulnerable children.	
I appreciate that should it become impossible for the Federation to staff the provision due to staff illness or self-isolation, then the childcare will cease with immediate effect and that this may be with very little notice. We will ensure that you are directed to apply for alternative provision as agreed with the Local Authority. This does not guarantee a space or a space close by.	
I will park outside of the school on the public road. I know I am not permitted to come into the car park.	
I will keep two metres away from other families waiting to come in. We will wait on the path outside the school gates. I will not enter the foyer unless it is empty. My child will enter the school alone through the main office gates. I must wait outside the gates on the path and only one parent/carer should come to school to drop off or collect.	
My child must be wearing clean clothes when they arrive and have washed their hands before they enter the building. Failure to do so could result in their place being declined.	
I understand that no parent/carer will be allowed beyond the office door into the building	
To maintain my child's place and ensure the safety of others I understand my family and I must carry out social distancing. This means my children will be at home whenever they are not in the provision, unless it is for emergency medical provision or transferring between homes if shared parenting. They will not be out mixing in the community, playing with others in the park etc. I will also do the same and not have unnecessary visitors in my home and only leave to get essential provisions or carry out essential tasks or travel to and from work so I do all I can to ensure the virus is not spread.	

Health risks

Statement	Please tick
I understand that the school and parents/carers need to undertake as stringent practice as possible to reduce the risks of transmission of the virus (and other illnesses).	
I understand that the provision is a supervisory childcare provision where my child will play and be in possible close contact with other children. The Federation is therefore unable to limit my child's social contact with other children.	
I understand that the adults working in the school will try to maintain common sense in terms of social distancing whilst working with the children; however, they are caring for the children and therefore may work closer than 2 metres with them.	
I understand that whilst the school will endeavour to regularly clean the areas used and will engage in frequent hand washing, we are unable to guarantee a virus-free school.	
I will ensure that my child has high levels of hygiene and cleanliness to reduce risk of transmission.	

Clothing/personal items

Statement	Please tick
I will ensure that my child is wearing clean clothes every day to reduce the risk of transmission of the virus. They should bring a coat, a water bottle, a hand soap and, if they have one, a hand sanitiser. The water bottle should be washed thoroughly in hot soapy water every night or put through a dishwasher cycle.	
My child will bring a packed lunch if not having a school lunch. Unless my child gets free school meals (not Infant free school meals) I understand I have to pay £2.30 each day for a school lunch.	
My child will not bring any items to the school from home with them except necessary medication (handed to member of staff on arrival) and their packed lunch.	

Medication/illness

Statement	Please tick
I will not bring my child to the federation premises if they have any symptoms of coronavirus or if anyone in the household has symptoms. This includes a temperature or a cough. I will isolate my child and the whole household for 14 days if this is the case and will inform the school immediately.	
If my child has an underlying condition, such as asthma, or diabetes, I understand that the Government advice is they should stay away from others as the risk to their health is more serious than to others. Placing them in such a provision of this could have severe and life threatening consequences.	
If my child has medication for asthma, allergies or other conditions, I will ensure that they have the medication with them every day in a sealed and labelled container. I understand that this medication will come home every day (in case the school has to close without notice). It is my responsibility to ensure that the medication is in date.	
I understand that if my child needs any other form of medication, I will need to complete a 'Medication Form' (available from the school office). Administration of medication will need to be agreed by the Headteacher / senior leader on the day	
I will inform the member of staff on arrival if I have given my child any medication e.g. Calpol, before they come to the school. However, this cannot be for a temperature as they must self-isolate for 14 days if they have one.	
I understand that if my child becomes unwell during their time in the school, they will be immediately placed in isolation (in accordance with government guidance) and I will be contacted and asked to collect them as soon as possible, which does not mean when I have finished work). If I can't be reached, the other contacts given will be called. I understand that the school staff will not have to prove or justify their decision about a child's illness.	
I understand that if my child falls dangerously ill the staff will contact medical services as well as contacting me.	

Child's name:

Signed:

(parent/carer name)

Date: