



19th March 2020

Dear Parent / Carer

Key Workers During School Closures

You will know by now that the government has decided to close all schools from the end of Friday 20th March. A key challenge that the government has set is that schools must make provision to ensure key workers can attend work as normal and that students with an EHCP or additional needs are supported. Therefore, we need to know whether **your** work might be defined as a key worker, and if so whether you will need your child to continue attending school, this would include health care professionals, supermarket workers, delivery personnel, social workers, school staff. Should your child attend school during this closure, he/she will be supervised to undertake a variety of activities, they may complete some of the work that their peers will be completing at home, along with additional activities appropriate for their age. They will be supervised by a range of staff from both schools, they will be in a safe and appropriately staffed environment.

We are also asking parents / carers of pupils and students with EHCPs and other needs, such as those who are looked after or who are supported by a social worker, to discuss this closure.

If you are in a job that might be classed as a key worker, and you would need your daughter / son to continue attending school during the period of this closure, please complete the form which can be accessed [here](#) or in the email. This needs to be completed by 3pm Saturday 21st March; your child should attend their school (either Norbury Manor or Kensington Avenue) at 9am on Monday 23rd March. If you have more than one child at one of our schools, please complete the form for each. Please accept my apologies if we have missed an obvious category of key worker from the list on the form; we have included an "other" selection for this purpose. If you have difficulty in accessing this form, please contact the office at your child's school directly.

This is a challenging time for everyone in our communities and society, and we know that our children and young people will be incredibly anxious. We shall do everything we can to support them and you over the coming months until we are able to return to regular education. Thank you for your support.

Yours sincerely

Amanda Compton
CEO The Manor Trust

Norbury Manor Business and Enterprise College for Girls and Kensington Avenue Primary School,
Kensington Avenue, Thornton Heath, Croydon, CR7 8BT

