



The Kite Academy Trust
 c/o Holly Lodge Primary Academy
 Stratford Road
 Ash Vale
 GU12 5PX
 Tel: 01252 984930
 Email: info@kite.academy
www.thekiteacademytrust.org.uk
 CEO: Mrs C Dickinson

Sunday 22nd March 2020

Dear Families,

In these times of uncertainty we wanted to keep families up to date with the organisation of essential childcare that we have been asked to provide for key workers who cannot work without this facility.

The schools will be open to identified children ONLY and we would ask families only to use this if it is absolutely essential. As a country, we all need to do what we can to reduce the spread of the COVID-19 virus and must minimise the numbers of adults and children mixing. **If children can stay safely at home, they should do so, to limit the chance of the virus spreading.** We have a collective responsibility to ensure that the educational service is protected for those who really need it. If you can provide childcare through other means, this will protect the educational front line.

With fewer children in the childcare facility, we can ensure that social distancing can be optimised and multiple staff interactions are minimised.

All those families who have requested use of the facility have been given a place at present. **This may change** if numbers become too high and/or we have too few staff to cover through self-isolation or illness. Please be advised that you are welcome to drop off and pick up your child flexibly within the session times that you have booked.

Currently requests have been made through the childcare@kite.academy email address or through online link. Once all families are set up with the link, requests will be made through this. If you have not yet received a link to be able to use the online booking system, we will endeavour to get this to you tomorrow.

Please arrive at the school that you have been allocated. Bring the declaration form, reattached at the end of this letter, on the first day that your child attends – we will then verify eligibility. We are asking for you to maintain a distance from members of staff when dropping off or collecting your child. This is to help us to conform to the social distancing guidance that has been issued by the Government.

If your child is attending for the whole day, please provide adequate food including a snack. Lunches will be provided by our catering service from Tuesday and we will advise how this works on Monday. If your child is attending on Monday do ensure that you also provide a packed lunch. Children should wear casual clothes appropriate for outdoor activities.

This is a reminder of the academies that are open and which children will attend where:

The Grove, Lakeside, Holly Lodge and Hale sites will be open to provide care for the children of key workers and some other children. This is to ensure we have the staffing capacity and space for social distancing.

If your child goes to	Essential childcare will be at.	Drop off and collection arrangements
CROSS FARM	LAKESIDE	Main entrance (front door)
FERNHILL	THE GROVE	Main entrance
HALE	HALE	Gate opposite Tescos
HOLLY LODGE	HOLLY LODGE	Front Gate
LAKESIDE	LAKESIDE	Main entrance (front door)
MYTCHETT	HOLLY LODGE	Front Gate
SANDRINGHAM	LAKESIDE	Main entrance (front door)
THE GROVE	THE GROVE	Main entrance
WYKE	HOLLY LODGE OR HALE*	Gate opposite Tescos

- WYKE PARENTS TO IDENTIFY WHICH SCHOOL THEY WILL USE



Thank you for all the appreciative messages that we have received from parents. We will keep in touch with all our families as we are advised by the government of next steps.

Yours sincerely



Christine Dickinson
CEO The Kite Academy Trust

Covid 19 Critical Worker Declaration Form		
If possible please return this form by email to enable us to collate quicker, many thanks.		
Your child's/children's names	Class	Year Group
Parent 1s occupation		
<i>Contact number or email address for your employer</i>		
Parent 2s occupation		
<i>Contact number or email address for your employer</i>		
Emergency Contact Name		
Emergency Contact Number		