



### Castlecombe Primary School

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Mottingham  
London  
SE9 4AT

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020 8857 9172



Dear Parents and Carers,

#### URGENT: KEY WORKER INFORMATION NEEDED

Please respond to this letter by **3pm today** if the following applies to you.

From Monday, all children should be kept at home wherever possible. However, if your work is **critical** to the COVID -19 response or you work in one of the critical sectors listed below (i.e keyworkers), **and** you cannot keep your child safe at home then your child/children will be prioritised for education provision.

We will be able to keep this provision open for as long we can sufficiently staff it. It is possible that this provision may have to be run from an alternative location.

Please see the full list of keyworker roles on the next page.

If you think you qualify as a 'keyworker' please email the answers to the below questions as a matter of urgency.

**This is not a guarantee of childcare.** We will be in contact with you later today if we are able to offer your child a place from Monday onwards.

Moving forward, we may need confirmation of your position as a keyworker from your employer.

If you do not hear from us by the end of the day today, please do not send your child/children to school from next week until further notice.

#### ACTION REQUIRED

Please email to [admin.office@castlecombe.bromley.sch.uk](mailto:admin.office@castlecombe.bromley.sch.uk) with the subject KEY WORKER with the answer to Question 1 OR Question 2.

*Question 1: Are you a Key Worker in a single parent family?*

*If yes, please state your job (with specific information) in the email and your child(s) names and classes.*

*Question 2: Are you in a dual parent household where both parents are Key Workers?*

*If yes, please state both of your jobs in your email and your child(s) names and classes.*

Yours sincerely

Mrs R Haig  
Headteacher





## Keyworker roles

### **Health and Social Care**

- doctors, nurses and paramedics
- midwives
- social workers and care workers
- volunteer social care staff
- those who work in the production and distribution of medicines and protective equipment

### **Education and Childcare**

- nursery and teaching staff
- specialist educational professionals

### **Essential Key Public services**

- core roles in justice system
- charities delivering frontline services
- management of deceased
- key journalists/broadcasters

### **Local and national government**

- only administrative roles connected to the COVID-19 response

### **Food and hygiene goods**

- food and hygiene goods production, distribution, sale and delivery

### **Public safety and national security**

- police and support staff
- MoD civilians
- contractor and armed forces personnel connected to the COVID-19 pandemic
- fire and rescue and support staff
- National Crime Agency
- Border security, prison and probation staff

### **Transport**

- those keeping air, water, road and rail passenger and freight transport operating

### **Utilities, Communication and Finance services**

- absolutely essential financial services provision
- oil, gas, electricity and water sectors (including sewerage),
- key workers involved in information technology and data infrastructure sector and primary industry supplies to continue during the COVID-19 response,
- key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services),
- postal services and delivery
- payments providers
- waste disposal sectors.