

Dear Parents,

Please find below the link to the form to request the days you need to fulfil your critical keyworker role in response to the COVID-19 pandemic.

We will be offering all weekdays over the scheduled Easter holiday period, including Good Friday and Easter Monday Bank Holidays. As this is a holiday period, the supervision will be child-care only and there will be no curriculum delivered.

We have scheduled work taking place in the Prep building and all days over the holiday period will be run in the Pre-Prep building. All children should be dropped at Pre-Prep from Monday 6th April. As has been highlighted before, please only indicate the days you know you will need this childcare. We have a staff rota in place for all days, but need to be able to stand staff down if we know in advance they will not be required on any given days.

We do understand that some of you will have last minute changes to your work commitments. If this happens to you, please let Mrs Leech and me know as soon as possible, emailing our school addresses:

[zleech@stmichaels.kent.sch.uk](mailto:zleech@stmichaels.kent.sch.uk)

[fwiseman@stmichaels.kent.sch.uk](mailto:fwiseman@stmichaels.kent.sch.uk)

and always please CC the school office  
[office@stmichaels.kent.sch.uk](mailto:office@stmichaels.kent.sch.uk)

This is to allow someone else to be aware in case we are unwell ourselves. Please be aware that if the information available to us at 9am on that day indicates there are no children coming in, we will stand all staff down and will not be able to change this after this time as many of the school staff also have family commitments too.

Link to form:

<https://forms.office.com/Pages/ResponsePage.aspx?id=U5hNi2fLrk-Ut9AiLRRZYIMFk9wWaUVIIDotHLeBJIhUNUNPV1IQMTQ5T0UxRFdaTUZENDJTMkNSVy4u>

Thank you,

Fraser Wiseman