



Through the light of God we grow

Manston St James Primary Academy

Sandbed Lane
Cross Gates
LS15 8JH

Tel: 0113 859 2073

Website: www.manstonstjames.co.uk

Email: info@manstonstjames.co.uk

Co-CEO: Ms Catherine Garrett

Co-CEO: Mrs Helen Pratten

Headteacher: Mrs A Dunn

23rd March 2020

Dear Parent/Carer

COVID-19 School Closures – Key Workers

The government have requested that schools remain open only for those children **who absolutely need to attend**.

Currently, at Manston St James Primary Academy, the number of key worker parents who have requested a school place for their child exceeds the guidance we have been issued by the government.

In order to keep everyone as safe as possible, Abbey Multi Academy Trust have made the decision that where an academy exceeds the recommended numbers of pupils additional criteria will be enforced. Therefore, **from Monday 30th March we will only be offering key worker places to the following children:**

Children whose parents are both key workers. This MUST be evidenced with either:

- Frontline emergency service ID badge which can be emailed or shown at the office when you collect/drop off your child.
- A personalised letter from your employer (blanket letter will not be accepted). This must include contact details of your line manager to enable us to verify your status.

To secure a place for your child from Monday 30th March please could you provide school with the information above no later than Wednesday 25th March at 5:00pm.

Please refer to the flow chart below should you have any doubt about your status, it is imperative we limit numbers as much as possible to reduce the risk to everyone in our school, community and the wider area.

Best wishes

Ashleigh Dunn

Headteacher





Through the light of God we grow

Manston St James Primary Academy

Sandbed Lane
Cross Gates
LS15 8JH

Tel: 0113 859 2073

Website: www.manstonstjames.co.uk

Email: info@manstonstjames.co.uk

Co-CEO: Ms Catherine Garrett

Co-CEO: Mrs Helen Pratten

Headteacher: Mrs A Dunn

