

St Mary's Catholic Federation, Carshalton

St. Mary's Catholic Nursery & Infant School
West Street, Carshalton, Surrey, SM5 2PT
Tel: 0208 647 5711
Email: office@stmarysinfschool.org.uk
Web address www.smcs.org.uk

St. Mary's Catholic Junior School
Shorts Road, Carshalton, Surrey, SM5 2PB
Tel: 0208 647 4342
Email: office@stmarysjunior.org.uk



London Borough of Sutton - Archdiocese of Southwark

Executive Headteacher: Mrs. S. Hulme

24th March 2020

Dear Parents and Carers,

I am writing to you all, trying to keep communication going but also in the hope that everyone is safe and well in your home and in your workplace.

We are all in agreement that this has been the most challenging time within the last 80 years but having our close community has given it a somewhat silver lining. Thank you for the support and good wishes afforded to the amazing staff who have worked together keeping the school open whilst looking out for each other along with the children of key workers who are enjoying a different type of school life.

You will all appreciate that due to the announcement last night by Boris Johnson, Prime Minister, we will be assessing the staffing and pupil provision each day. Thank you to parents for keeping children at home for their greatest safety wherever possible, this enables us to ensure that we only have the necessary ratio in school. The site and cleaning staff have really gone to town spring cleaning each school taking advantage of fewer people on site, doing a marvellous job for our health and wellbeing.

Management hold a strategy meeting each day to review any new government announcements and to assess action to be taken in each school. The whole country is putting severe measures in place to safeguard each person and we at St Mary's are doing the same.

As we reduce staff as appropriate for their wellbeing, from tomorrow, we are asking that any telephone communication happens through the infant school office only, using the number - **0208 647 5711**. **The junior phone line will not be in operation.** The normal school emails will be checked whenever possible.

Provision for key workers

Due to the protection and reduction of staff we are now unable to accept any more applications for school attendance during these next two weeks.

We ask for your co-operation in helping us to establish an anticipated picture over the next few weeks.

- Please inform the school the day before whenever possible, if the key worker place is not needed.
- If your child is currently attending or you need a place for next week, we need you to say exactly on which day the place is needed. We also need proof of identity of work by midday 25th March for any outstanding applications. Please complete the table below.

(Designated Child Protection Officers:

Executive Headteacher: Mrs Hulme & Deputy Headteacher Mrs. Quinn)

Safeguarding Statement

This school takes notice of and adheres to all the national and local policies and guidance in regard to Safeguarding Children and Young People.



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Key worker child care

Please tick as appropriate and return by email to office@stmarysinfschool.org.uk (infant school) or office@stmarysjunior.org.uk (junior school) by midday 25th March.

Childs name/s	Wed 25 th Mar	Thurs 26 th Mar	Fri 27 th Mar	Mon 30 th Mar	Tues 31 st Mar	Weds 1 st April	Thurs 2 nd April	Fri 3 rd April
Class/es								

We are also assessing the need for childcare provision over the Easter holidays. If this could be provided, would you request a place? YES/ NO

Please note the school is unable to provide care for the weekends.

We will endeavour to keep the communication in line with normal expectations but due to staff rota's this may not be possible. However, it is really important that you contact the school if we need to be informed of serious situations in our school community, we are confident that you will keep an eye on each other. Please continue to do this and stay at home whenever possible to care for yourselves.

So, as I sign off please remember that you are all in my thoughts and prayers, we are unable to pray together at Mass but we can still be in communion with Christ as a school community.

With best wishes and kindest regards, hoping that you and your family are safe.

Mrs Hulme
Executive Headteacher

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