**KEY WORKER REGISTRATION FORM**

**To be able to register children we require all ‘Key Worker’ parents to fill in this form and return to Ysgol Derwen via our email** [**Kimail@hwbcymru.net**](mailto:Kimail@hwbcymru.net) **ASAP. This is paramount so we can register your child.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Ysgol Derwen Key Worker Form  If you think that you, as a Parent / Guardian, fall into the ‘Key Worker’ status groups, as noted by the Welsh Government, and require childcare, please fill in the form below. | | | | | | | | | | | | |
| NAME OF CHILD | | | | | | | | | YEAR GROUP | | | |
| 1. | | | | | | | | | Year: | | | |
| 2. | | | | | | | | | Year: | | | |
| 3. | | | | | | | | | Year: | | | |
| Key Worker Status – Parent / Guardian 1 | | | | | | | | | | | | |
| Name | | | |  | | | | | | | | |
| Occupation | | | |  | | | | | | | | |
| Place of Work | | | |  | | | | | | | | |
| Key Worker Status – Parent / Guardian 2 | | | | | | | | | | | | |
| Name | | | |  | | | | | | | | |
| Occupation | | | |  | | | | | | | | |
| Place of Work | | | |  | | | | | | | | |
| Please confirm that you are looking for a place to register your child for a school provision week beginning 30/03/20. | | | | | | | Yes / No | | | | | |
| Safeguarding details / contacts | | | | | | | | | | | | |
| Name of Parent 1 | | | |  | | | | | | | | |
| Contact Number | | | |  | | | | | | | | |
| Name of Parent 2 | | | |  | | | | | | | | |
| Contact Number | | | |  | | | | | | | | |
| Third contact name | | | |  | | | | | | | | |
| Relation to child | | | |  | | | | | | | | |
| Contact Number | | | |  | | | | | | | | |
| Do you require school dinners? | | | | Yes / No | | | | | | | | |
| Any additional information including any medical or additional learning needs which you would need to make the carer aware of. | | | |  | | | | | | | | |
| Does your child need an asthma inhaler? | | | | Yes / No  **If yes, then it is your responsibility to make sure your child has their named inhaler with them. Asthma puts your child in a high risk category and self isolation is recomended.** | | | | | | | | |
| Does your child need an epi-pen? | | | | Yes / No  If yes, then it is your responsibility to make sure your child has their named epi-pens with them. | | | | | | | | |
| Which days of the week do you require childcare? Please tick. | | | | | | | | | | | | |
| Mon |  | Tues |  | | Weds |  | | Thurs | |  | Fri |  |

Please complete the expected drop off/collection times:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Mon drop off |  | Tuesday drop off |  | Weds  Drop off |  | Thurs  Drop off |  | Friday  Drop off |  |
| Mon  collection |  | Tuesday  collection |  | Weds  Collection |  | Thurs  Collection |  | Friday collection |  |

**Please note, for matters of safety, this form will be shared with other childcare professionals working at the Ysgol Estyn hub.**

**Please be aware that you are only to use school as a childcare option if you have exhausted all other childcare options as school is seen as an emergency childcare provision.**

The deadline for replying to this email is **12.00 Noon on Friday 27th March.**

Once school has received your information we shall contact you directly via email to confirm arrangements. If you have not received confirmation from school and qualify for childcare by 9.00a.m. Sunday 29th March please email (esmail@hwbmail.net) using the title **emergency childcare**.

The most recent scientific advice on how to further limit the spread of COVID-19 is clear.  It is imperative that, as far as possible, we minimise social contact.  This means if children and adults can stay safely in their home, they should, to limit the chance of the virus spreading.

The smaller the numbers, the more we can lower the risk that the virus can spread and infect vulnerable people across our communities. Quite simply the fewer people having social contact, the more effective the overall impact of the current measures will be.

This means parents need to keep their children at home, wherever possible and schools and childcare and play settings should be open only for those children who absolutely need to attend.

Every child who can be safely cared for at home should be and only where there is no safe alternative should provision be made in schools or other settings.

Teachers and practitioners in schools and childcare and play settings are playing a critical role in the response to the virus and we want to thank them for the continued work and contribution to their national effort.  They require the support of parents and carers and the understanding of the wider community to fulfil this role.

**In summary, from Monday March 30th 2020:**

**If it is at all possible for children to be at home, then they should be.**