



Woodcroft Primary School

Goldbeaters Grove
Edgware
Middlesex
HA8 0QF

Headteacher: Mr Craig Tallon

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Tel: 020 8959 3244
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15th September 2020

Dear Parents and Carers

Thank you for your request to register as a key worker.

(Note: Those parents and carers who have previously registered to access key worker provision during lockdown do not need to re-register).

You will need to provide:

- A photo of your work ID (e.g. photocard / ID lanyard)
- or a
- work schedule or letter from your line manager indicating the days that you are employed as a keyworker.

For further information about key worker status please refer to the government guidance on approved roles:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

Included with this letter is a registration form to complete. Please return this via email with your supporting documents attached to the school office at:

office@woodcroft.barnetmail.net

Yours sincerely

Craig Tallon
Headteacher

Keyworker Registration

Please complete the form below to register as Key Worker.

Pupil Name..... Class.....

Parent Name.....

Contact Number

Email Contact address:.....

Key worker role and brief explanation of this role:

.....
.....
.....

Company / Organisation

.....

Any other important information we should know:

.....

Signed.....

Date.....

Please return to:

office@woodcroft.barnetmail.net

Please attach a proof of status:

- A photo of your work ID (e.g. photo-card / ID lanyard)
- A scanned work schedule or letter from your line manager