



**KOINONIA**  
C OF E SCHOOLS FEDERATION  
*Excellence through innovation,  
founded in faith since 1840.*

**FEDERATION EXECUTIVE CO-HEADTEACHERS**

Mrs Claire Harrison and Mrs Victoria Wainwright

**FEDERATION BUSINESS MANAGER**

Ms Sue Eden

**FEDERATION FACILITIES MANAGER**

Mr Dapo Williams

Monday 23<sup>rd</sup> March 2020

Dear Parents/Carers,

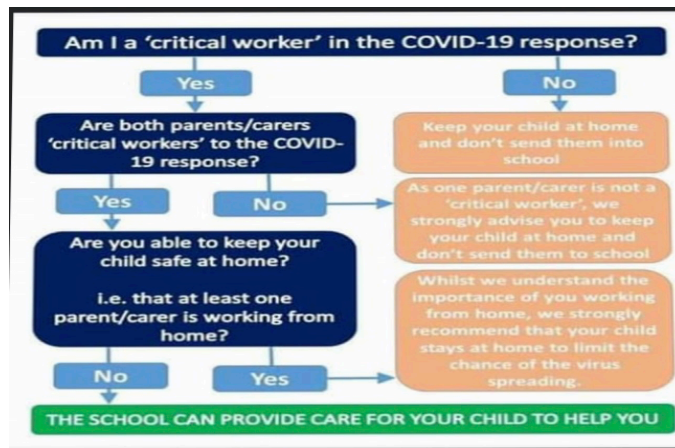
Thank you for informing us you are on the critical workers list.

As explained in our previous communication we need you to confirm details of your employment if you wish your child to attend school. We need parents to send us full details of their job title and employer. As well as this please can you email the following to [eholiday@koinoniafederation.com](mailto:eholiday@koinoniafederation.com):

- A copy of your work identification card (if you have one)
- Details of your line manager with a contact e-mail.

If you have a work e-mail address this may outline the details needed so where possible please use this when communicating with us. Please don't forget to also tell us details of your child (ren) class and campus.

As the government advises please only send your child to school if it is necessary. Please see the flow chart below to ensure it is necessary to send your child to school.



We understand that many of you may be on duty rotas, shift week, annual leave or even in self isolation as a family. There may be occasions when you can keep you child at home but on others you may require school provsion. Please always keep your child at home whenever possible. In order for us to have a very clear picture of numbers to expect over the coming month please provide us with the following:

- Which weeks and days you know there will be no-one at home to look after your children and you require school provision

**KOINONIA C OF E SCHOOLS FEDERATION**

**ST MARY MAGDALENE**  
C OF E SCHOOL  
PENINSULA CAMPUS  
1 Hendon Street  
London  
SE10 0NF  
020 8858 1309

**ST MARY MAGDALENE**  
C OF E SCHOOL  
WOOLWICH CAMPUS  
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**CHRIST CHURCH**  
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45 Commerell Street  
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For those children who are in school they will undertake a range of different learning activities and play activities throughout the day. We are also able to provide them lunch but you may prefer to send in a packed lunch.

We are awaiting government advice about what childcare schools are expected to provide, if any, over the Easter holidays. We will let you know more as soon as we do. In the meantime, if you know you will need childcare over the Easter holidays our holiday club provider (Simplyplay) have asked us to find out what the demand is likely to be. Please let Ellis Holliday know if you would like the opportunity to send your child to a holiday club to help with childcare over the Easter period.

We would appreciate if you can contact at your earliest convenience and let us know if your circumstances change and if you no longer require childcare in school.

Many thanks for your support and co-operation at this challenging time for us all. We hope you and your families are safe and well.

Yours sincerely

Mrs Claire Harrison and Mrs Victoria Wainwright  
Federation Executive Co-Headteachers

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