



20<sup>th</sup> March 2020

**WEEKLY BOOKING FORM FOR EMERGENCY SCHOOL COVER –  
DEADLINE FOR BOOKING 5.00 P.M. TODAY**

**8.50 a.m. to 3.10 p.m.**

**Week Commencing 30th March 2020**

**NAME(S) OF CHILD(REN):-** .....

**Please indicate days required:-**

Day	Whole Day 8.50 to 3.10	Morning only 8.50 to 12 noon	Afternoon only 12 noon to 3.10
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Parent/Carer name:- .....

Emergency contact number:- .....

Employer details and contact number:- .....

I agree to collect or arrange to have someone collect my child immediately should they become ill.

If after booking, your circumstances change and the provision is not required or your child is ill, I agree to phone the school absence line immediately.

School uniform can be worn but this is not compulsory during this time. Please ensure your child(ren) is provided with:-

- A healthy, home packed lunch
- A snack
- A water bottle
- Outdoor shoes or wellington boots
- Coat

I hereby confirm that I am key worker and my child(ren) cannot be safely cared for at home during this week

Signature of parent/carers ..... Dated .....