

31<sup>st</sup> December 2020

### Keyworker Status

Dear Headteacher,

I am writing to confirm that a pupil in your school is the child of a keyworker. Their parent is a member of staff at Swiss Cottage School, Development and Research Centre. We are a community maintained special needs school in the London Borough of Camden. The government has confirmed special schools are open full time for the start of the Spring Term.

Our school term begins on 4<sup>th</sup> January 2021. This parent's child will need to be included in your on-site school provision so that they are able to work in their role at our school.

If you have any questions, please email [admin@swisscottage.camden.sch.uk](mailto:admin@swisscottage.camden.sch.uk) and we will provide any additional information you may require. We wish you and your school community safety during these complex times.

Yours Sincerely,

Vijita Patel  
Principal