

**Stuart Carlton**  
Corporate Director - Children and Young People's  
Service

**County Hall, Northallerton**  
**North Yorkshire, DL7 8AE**

**Your ref:**

Tel: 01609 532234

**Our ref:** SC/MES

E-mail: marion.sadler@northyorks.gov.uk

Web: www.northyorks.gov.uk

**Contact:** Stuart Carlton

6 April 2020

Dear Colleagues

**North Yorkshire Workforce : sharing staff**

As you may be aware, the majority of our schools and some childcare providers are continuing to provide cover for essential key workers and I know that your school has closed due to no pupils accessing the provision. I know that some of your pupils have been accessing provision in other educational establishments which you have organised across your clusters and local partners. As you are currently closed we ask for your help and support in offering your current staff as a relief workforce. We understand that staff will be working at home but in this crisis we are asking for you to identify any staff so we may send them to local schools where they are needed. Obviously we will look at travel to work and need but it will help colleagues in schools manage a rota of staffing.

If you can help us, Please could you send the following information by email by Wednesday 8th April 2020:

- Name of school and names of staff, your preferred phone number and accessible email address.
- We will be checking with you to ensure that all safeguarding requirements are met e.g DBS
- Staff availability - e.g week days, weekends and bank holidays.
- Your location, or where in North Yorkshire staff would be prepared to travel to (they may live near to another school out of area).
- Your data will be used by NYCC as part of the national Coronavirus (Covid19) -7 emergency response. The details you provide will be shared with relevant NYCC staff within CYPS and with Hub leaders in schools (both maintained and academy schools) as required to assist in appropriate deployment.
- Here is the link into the privacy notice page <https://www.northyorks.gov.uk/privacy-notice>

Many thanks for your support, we really need your help at this time of national crisis. Please contact:  
Joy.willis@northyorks.gov.uk

[Keep safe](#)

Yours sincerely

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the bottom.

Corporate Director – Children and Young People’s Service

To: All schools and academies currently closed