



To: All Headteachers

Sessions House  
County Hall  
Maidstone  
Kent ME14 1XQ

Direct Dial: 03000 416991  
E-Mail [Matt.dunkley@kent.gov.uk](mailto:Matt.dunkley@kent.gov.uk)  
Ask For: Mr Matt Dunkley  
Date: 8 April 2020

Dear Colleague

Today's letter focuses primarily on bringing to your attention guidance which has been developed to support hub working. As mentioned in a previous letter, we have been working with a group of headteachers from across the County to develop the hub model. I am grateful to those colleagues for their contributions. We know that most schools wish to remain open for their own children, and many have now formed smaller (Closed) hubs, working with neighbouring schools to ensure that together they can meet the needs of their schools' communities. This is our preferred approach also. However, we need to have in place contingency arrangements in case these local arrangements come under strain, hence developing the Open hub model.

To support schools who are forming either open or closed hubs, we have worked with Headteachers across the County to develop the guidance below. In this, you will find key principles, guidance and links for all aspects of hub working. Schools who have already pioneered this way of working have shared their experiences and many practical examples.

[https://www.kelsi.org.uk/\\_data/assets/pdf\\_file/0011/106787/LA-Hubs-guidance.pdf](https://www.kelsi.org.uk/_data/assets/pdf_file/0011/106787/LA-Hubs-guidance.pdf)

After Easter officers will resume conversations with headteachers who had indicated their schools might be possible venues for open hubs, in order to confirm their positions. After this we will be able to advise you of the open hubs in your area.

In my letter of last Friday, I advised you of schools using their technology equipment to create PPE. We have been sent the following link <https://www.3dcrowd.uk/> which is being promoted by the Design and Technology Association, who have worked in conjunction with CLEAPSS to produce guidance for teachers considering manufacturing PPE equipment. The DTA webpage can be found at:

<https://www.data.org.uk/news/update-on-the-association-s-coordinating-role-with-nhs-ppe/?fbclid=IwAR28lrOhVLNulk44aUG4SihzTwSPiblaNa-vMtqybmqfE7wq6CuOjsUpkoE>

and the CLEAPSS resource is at:

<http://dt.cleapss.org.uk/Resource-File/GL340-Guidance-on-support-from-schools-during-the-Coronavirus-period.pdf>

And finally, the NHS has requested we circulate the guide for parents on Covid 19 with a request that this is passed onto parents by schools. I would be grateful if you were able to do so at the earliest opportunity. Please see the link below:

[https://www.kelsi.org.uk/\\_data/assets/pdf\\_file/0010/106777/NHS-CoVID-19-Parent-Guide.pdf](https://www.kelsi.org.uk/_data/assets/pdf_file/0010/106777/NHS-CoVID-19-Parent-Guide.pdf)

Yours sincerely



**Matt Dunkley**  
**Corporate Director**  
**Children, Young People and Education**