



Site: Sandpits Rd, Ludlow, Shropshire SY8 1HG

Telephone: 01584 872765

Site: Clee View, Ludlow Shropshire SY8 1HX

Telephone: [01584 873602](tel:01584873602)

Email: admin@ludlowprimaryschool.co.uk

Website: www.ludlowprimaryschool.co.uk

Return to school for all children.

24th February 2021

Dear Parents and Carers,

In line with the Department for Education's instruction, we are really looking forward to welcoming all children back to school full-time from **Monday 8th March**. Thank you everyone for all the home learning support you have given to the children; it is much appreciated by all the staff at school.

Below I have outlined the procedures which were already in place last term and ask that you ensure that you are following these closely, when the children return to both sites. Alongside this, it will continue to be necessary for all adults who are bringing or collecting children from the school site, to **wear a face mask** during this time.

Sandpits Road and Clee View Arrivals and Collection:

- Please arrive at the time specified, **not earlier**.
- Only one adult to accompany the children at these times.
- Children will not be taken into school/nursery earlier than the time stated and for everyone's safety, we want to avoid large numbers of adults and children waiting.
- There will be cars in the carpark (Sandpits Road) so please ensure that your child is always close by you.
- Always maintain social distancing.
- Sandpits Road – please ensure you do not group in the middle of the car park as this is severely restricting the movement of adults and children on the site.

Sandpits Road: Arrivals and Collection:

Child's Year Group	Arrive at school:	Collected at:
Acorns Nursery (including Little Buds)	9.00am	3.00pm
Reception (Miss Potter and Mrs Preece)	9.00 am	3.00pm
Year 1 (Miss Houchin and Mrs Lloyd-Kitchen/Miss Preece)	8.50am	2.55pm
Year 2 (Ms Grant and Miss Fallon)	8.40am	2.50pm

Clee View: Arrivals and Collection:

Child's Year Group	Arrive at school:	Collected at:
Year 3 (Ms Collins and Miss Smith)	9.00am	3.15pm
Year 4 (Mrs Mellish and Miss Davenport)	8.40am	3.05pm
Year 5 (Ms Smith and Mrs Jones)	8.50am	3.10pm
Year 6 (Miss Froggatt and Mr Whitbread)	8.30am	3.00pm

In circumstances where you have different start times for your children, we would suggest that all **children from one household should start at the latest start time** to avoid further congestion.

School Lunches

All lunch requests need to be booked before Monday 8th March.

KS1/EYFS- Please ensure you have chosen a lunch option for your children via school money.

KS2 – If your child would like a school meal (this includes children who receive a free school meal) please book this via School money.

If you have any concerns or queries about your child's return to school, please contact me or a member of the senior leadership team by email admin@ludlowprimaryschool.co.uk or telephone the school office.

Kind regards

Kate Mather

Headteacher