



St. Lucia's Church of England Primary School Upton Magna

Upton Magna
Shropshire
SY4 4TZ

Telephone and fax
01743 709652
e-mail

admin@st-lucias.shropshire.sch.uk
www.stluciasprimary.co.uk

Head Teacher – Mrs S. L. Woolley
MA BA (Hons) QTS NPQH

5th January 2021

Dear Parents,

Happy New Year and what a start it has been for us all!

All staff are working very hard with the extremely short notice we've all received following the government's announcement last night. Class timetables and a pack of activities will be provided this week for collection on Wednesday 6th January, anytime between 10am and 12pm from the picnic benches under the gazebos by Class 2. Children of critical workers will have their packs sent home. These will need to be returned to school each day they attend.

If you have not already done so, please make sure that your child's class teacher has your most up to date email address, by emailing on the relevant emails below:

Class 1 HLClass1@st-lucias.shropshire.sch.uk

Class 2 HLClass2@st-lucias.shropshire.sch.uk

Class 3 HLClass3@st-lucias.shropshire.sch.uk

Class 4 HLClass4@st-lucias.shropshire.sch.uk and RMFriday@st-lucias.shropshire.sch.uk

With effect from next week, all communication will be via these emails, including weekly plans.

For parents who are critical workers, a completed registration form is required which will enable school to make the appropriate arrangements for provision on a weekly basis. Please specify the days and times linked to your working patterns. The school hours will be 9.00am until 3.15pm. Children are to wear school uniform and bring a warm coat. Trainers can be worn instead of school shoes. Please bring and collect your child to/from the hall via the side door on the path. If any additional time is required for Sunrise and Sunset clubs, please complete the booking form and make payment the week before provision is required. We will provide the provision based on supply, demand and viability.

School lunches will still be provided daily from the school kitchen if required. There will be no free fresh fruit or milk provided through the Cool Milk scheme as both of these services have been temporarily suspended.

We will keep in touch with further guidance. Therefore please make sure you have provided us with the correct mobile number to ensure you receive these updates. Please see the Remote Learning Planning sheet at the end of this letter and keep an eye on the school website for any general updates.

Parents are required to wear a face mask at all times when entering the school premises.

Kind regards

Mrs S.L. Woolley Headteacher