



**Sutton in Craven C.E (V.C) Primary School**  
**Headteacher: Mrs O Gibbons**

Main Street, Sutton in Craven, Keighley, BD20 7JS  
Tel: 01535 632181 Email: [admin@sutton-in-cravencofe.n-yorks.sch.uk](mailto:admin@sutton-in-cravencofe.n-yorks.sch.uk)

19.03.2020

Dear Parents and Carers,

As you are aware the Government has announced all schools in England must close as of Friday afternoon 20/03/2020 for all children except those who are children of key workers or are vulnerable.

This is an unprecedented move and clearly one ministers have not taken lightly. The Department for Education is striving to work to safeguard our communities against the impact of Coronavirus. I know the closure of Sutton CE School will cause concern for many of our families and we are all extremely sorry it has come to this. However, I know our families will understand that we do all we need to, to take action and ensure we work together to try to reduce the risk of infection and protect our loved ones.

I would like to take this opportunity to thank the incredible Sutton CE staff members for continuing to deliver a broad and balanced curriculum and ensuring that we continue to run our wonderful school to the same standard that we do day in and day out. It has been a very stressful few weeks but the staff, as always, have been first class.

Our children are entitled to a high quality education and as a staff we have been working very hard on task planners to support home learning. These will be sent to you via the class emails below. We hope these planners will support families and ensure our children keep learning going. Task planners will consist of daily English and Maths tasks that are closely linked to what your children have learnt or should be learning in class at this time. Tasks may have a clearly guided worksheet which is easily followed by the children. There will also be a wider curriculum task grid to complete. The expectation is for children to complete one task a day. Clearly it will not be the same as being in a classroom with their teacher but we do hope our families will use the resources. Your child will bring home an exercise book for this work today. There is no need to print out any sheets – children can just write answers in the book provided with the date and title of the work at the top. We will post these out to children who are already at home with their families.

We have also included a timetable to support you with motivating and structuring the day for the children. Please use if you feel appropriate.

Children will still be expected to complete reading, spellings and times tables just as if they were still in school. When the children are recording their work could please ensure that they are completing it to the best of their ability and that they try hard to join their hand writing in cursive script. We want all our children to be proud of all the work they produce and we would love to see this work when return to school. We will have lots to celebrate - all the effort and time they have put in.

We have included a reading log for you to record all the wonderful reading the children complete during their time at home.

As I write I am unaware as to when school will be allowed to re-open. Teachers will continue to send work via email to you (I anticipate on a weekly basis) however long the closure lasts. Should you have an urgent query regarding the work set you will be able to send a message to your child's teacher via the following email addresses:



[blossom@sutton-in-craven.n-yorks.sch.uk](mailto:blossom@sutton-in-craven.n-yorks.sch.uk)

[willow@sutton-in-craven.n-yorks.sch.uk](mailto:willow@sutton-in-craven.n-yorks.sch.uk)

[birch@sutton-in-craven.n-yorks.sch.uk](mailto:birch@sutton-in-craven.n-yorks.sch.uk)

[oak@sutton-in-craven.n-yorks.sch.uk](mailto:oak@sutton-in-craven.n-yorks.sch.uk)

As you can understand staff will be extremely busy in what is already a challenging time so we would appreciate if you could send any urgent emails during these daily times slots:

9.30am – 11.30am

2.30pm – 4.30pm

The staff will reply within 24 hours from the time slot your email was sent in.

We have also set up a Facebook Page **Sutton C of E School** – we will post additional information, tasks and activities for you and your children to enjoy whilst not at school. Please be clear if you have any queries of questions about anything please **DO NOT** use this page as a plat form for these, email the class emails separately.

Please could we also request that if you have a new or additional email address that you let us have this information through [admin@sutton-in-craven.n-yorks.sch.uk](mailto:admin@sutton-in-craven.n-yorks.sch.uk)

The local authority is currently working on how best to support keyworkers and vulnerable children and their families – the directive on the final list of who is identified as a key worker has not yet been released from the Government. As soon as we have this final information we will contact the families. Unfortunately, due to staffing, we will be unable to provide before and after school club for the foreseeable future. We will look into refunds but please be patient and bear with us.

Information on the virus is available at:

<https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>

I would like to thank you all for your continued support at this very challenging time. I do hope we are able to resume our service to our children as soon as possible. Rest assured I will endeavour to keep you updated with any information I receive as soon as I can via text, email and our Facebook page.

We will all miss you and we are already looking forward to getting back to 'normality' soon. If you have any questions or queries please do not hesitate to contact school.

With very best wishes,

Mrs Orla Gibbons  
Headteacher

