



Elm Tree Community Primary School  
Elmers Wood Road  
Skelmersdale  
WN8 6SA  
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Headteacher: Mr D Lamb

10th December 2020

Dear Parents and Carers,

### **End of Term Update**

As we approach the end of term, I would like to take this opportunity to remind you of the upcoming events we will be having in school alongside certain changes that will be going ahead from January 2021.

### **Changes to the school timetable**

By now you should have received the letter sent last week regarding the changes to the school timetable. Starting from Wednesday 6th January 2021, school will close at 1:30PM to allow time for an effective and thorough clean of school. Should you require any further information regarding this, please do not hesitate to contact the school office who will be happy to provide you with a copy of the original letter.

On reflection, I understand that for many of you this may be a difficult adjustment. I have also acknowledged some of your concerns regarding children missing time in education. Due to this, it has been decided to extend the school day by 15 minutes on a Monday, Tuesday, Thursday and Friday. Therefore, on these days, school will close at 3:15PM (starting from Monday 4th January 2021). In addition to this, children's lunch time will also be reduced by 5 minutes in an attempt to maximise their time in the classroom. Although these alterations may seem small, over the course of the week this should help account for the early finish on a Wednesday.

The wellbeing of all the children at Elm Tree is paramount for me. As expressed in the letter sent last week, I hope that with a comprehensive cleaning system in place from January, this will help limit the closure of class bubbles and make way for a successful year. With more children remaining in school, I am confident that the disruption we have experienced over the last 9 months will not carry over into the new year.

### **Upcoming end of term Christmas events**

Please be reminded of the events that we have upcoming:

- **TOMORROW** - Friday 11<sup>th</sup> December – Christmas Jumper Day (£1 donation would be appreciated to go towards Save The Children)
- Wednesday 16<sup>th</sup> December – Christmas Lunch (FREE for all children)



Please note that for Christmas Jumper Day, it is OK for your child to wear non-uniform if they do not have a Christmas jumper. Due to issues accessing Zoom for some of our parents and carers, class staff are now working on a showreel to be sent out to you in place of the usual Christmas production, showing what festive activities your child has been up to! I am also very excited to say we will be having a visit (albeit socially distanced!) from a familiar face next week! Ho ho ho!



### Test and Trace

Up until 23<sup>rd</sup> December; if you, your child, or anyone else in your household tests positive for covid-19, please can you inform Mr Lamb via [head@elmtree.lancs.sch.uk](mailto:head@elmtree.lancs.sch.uk). This will then ensure that school can actively inform anyone who may have been in contact with a positive case and ask those to self-isolate. You may have heard that some schools are shutting for the Christmas break on Thursday 17<sup>th</sup>, but I can confirm that **school will close as planned on Friday 18<sup>th</sup> December at 1pm.**

Lastly, I would like to say a massive thank you for all your cooperation and understanding over the course of this challenging and unparalleled year. I wish you all a merry Christmas and I look forward to what the new year will bring.

Yours sincerely,

*D. Lamb*

Mr D Lamb  
Headteacher