

**Nicola Davies** – Executive Headteacher  
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**SUTTON ROAD PRIMARY  
SCHOOL AND NURSERY**

**Sutton Road Primary  
School and Nursery**

Mansfield  
Nottinghamshire  
NG18 5SF

Dear Parents / Carers,

Since 23<sup>rd</sup> March, in line with government guidance, we have remained open only to a priority group of children and we thank you for your ongoing support in keeping your child(ren) at home during this time.

From the week commencing 1<sup>st</sup> June at the earliest, we will start to welcome back children in nursery, reception, year 1 and year 6, alongside priority groups and will be contacting parents and carers regarding this.

Until then, or if your child is not in one of these year groups, if you work in one of the critical sectors listed below, and you are unable to work from home, then your child(ren) may be eligible for a place.

**The definition of critical workers remains unchanged.**

- **Health and Social Care**
- **Education and Childcare**
- **Key public services**
- **Local and national government**
- **Food and other necessary goods**
- **Public safety and national security**
- **Transport**
- **Utilities, communication and financial services**

More details of whether your role meets the criteria can be found here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision#critical-workers>

If your role does meet the criteria and you require a place for your child(ren) we will require **individualised evidence from your employer for both set of parents** which details:

1. **Your name and full job title**
2. **Your confirmed hours of work / shift patterns each week. Please include Whitsun week; Tuesday 26<sup>th</sup> – Friday 29<sup>th</sup> May (school is closed on Bank Holiday Monday 25<sup>th</sup> May) as we may be able to provide a limited number of emergency childcare places.**

We will not be accepting a generic blanket letter from any employer in this instance.

**If you meet the criteria you will need to send evidence to this specific email address [srcovid19@suttonroad.org](mailto:srcovid19@suttonroad.org) and **NOT** the school office email.**

Many thanks for your consideration and support.

Yours sincerely,

Nicola Davies  
Executive Headteacher

Emma Severn  
Head of School

