Sudley Primary School

Aigburth Road, Liverpool, L17 6BH

Headteacher: Mr S. Connell

Email: contact@sudleyprimary.com **Telephone:** 0151 427 2941

11 September 2026

Dear Parent/Carer,

I would like to take this opportunity to warmly welcome all our children, families and staff to the start of a new school year at Sudley Primary School. It has been wonderful to see our Reception and Year 3 pupils settling confidently into their new environments and beginning to build friendships and routines. Equally, it has been a pleasure to welcome back our returning pupils, who have started the term with enthusiasm, positivity and a strong readiness to learn. We are excited about the year ahead and look forward to working in partnership with our families to help every child thrive.

COMMUNICATION

As last year, whole school key information and messages will continue to be sent via the **School Ping** app. School Ping is used to send most communications and can also be used to book events such as parent/carer appointments at key times. If you are having difficulty setting this up, please contact us at your earliest convenience, and we will support you.

To help you keep up to date with school news and your child's achievements, we encourage all parents and carers to check School Ping at least once a week. As well as important announcements and reminders, we use the app to share good news, including our Star of the Week notifications, which are sent every Monday. A quick regular check will help ensure you don't miss any important messages from school.

The easiest way to get a message to staff is via the contact@sudleyprimary.com email address. This is monitored by SLT throughout the day and information passed to the necessary staff.

Each year group has a Head of Year who may contact you about items that have happened in school. You are also invited to address any correspondence to them through the above email.

Head of Year	
Reception	Mrs. Brown
Year 1	Mrs. Bosworth
Year 2	Mrs. Armstrong
Year 3	Miss. Linehan

Year 4	Miss. Skeggs
Year 5	Mrs. Gillespie
Year 6	Mrs. Young

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PAYMENTS TO SCHOOL

All Parents and Carers should now be registered on ParentPay. Please contact the school office if you have not received a login or are having difficulties accessing your child's account. ParentPay is used for payments including trips, breakfast club, any events throughout the year, our school shop and school lunches in Key Stage 2. We are a cashless school. Please be aware that Parent Pay is a website only service and does not have an app.

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CURRICULUM

Welcome to the Week (KS1 and KS2 Assembly Themes)

Please find below our weekly assembly themes for the Autumn term. Our weekly theme is shared on Monday morning with all our children during Mr Connell's 'Welcome to the Week' assemblies.

Week Beginning	Whole School - Weekly Assembly Themes
14.9.25	**FAMILY** Focus – The People Who Help Us Grow
21.9.25	**HARVEST** Focus – Being Grateful, Being Thankful

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28.9.25	**BLACK HISTORY MONTH** Focus – Honouring Our Communities
5.10.25	**MENTAL HEALTH AWARENESS** Focus – Recognise and Support
12.10.25	**RECYCLING WEEK** Focus – The Problem of Plastic Pollution
29.10.25	**UNDERSTANDING POVERTY** Focus – The Things Every Child Must Have

Celebration Assemblies

Treasure Chest Assembly

Our Treasure Chest Assemblies are held on Fridays at 1pm for Year 1 and Year 2 children. Reception children will be taking part in these assemblies - after half term when they have settled further into their new school routines.

Star of the week Assembly

Our Star of the Week assemblies are also held on Friday afternoons at 1.45pm for Years 3 and 6, and at 2.30pm for Years 4 and 5.

These are weekly events where we will celebrate the achievements of our children. Each week, each class teacher will nominate a Star of the Week. If your child is nominated, you will be invited to join our Treasure Chest/Celebration Assembly to see your child receive their award. You will be notified of this via School Ping in advance so please ensure you are able to access this and are checking it. We ask in the message that you keep the award a surprise.

INDOOR P.E TIMETABLE

Children come into school wearing their outdoor school tracksuit and training shoes.

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Wednesday	Monday	Tuesday	Thursday	Wednesday	Monday

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EYFS Indoor PE

Reception children will have their Indoor PE session on a Wednesday.

Please ensure that your child's indoor PE kit and PE pumps are kept in school. Children will get changed into their PE kit at school and will change back into their school uniform before going home.

OUTDOOR P.E TIMETABLE

Children come into school wearing their outdoor school tracksuit and training shoes.

EYFS	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Monday	Wednesday	Tuesday	Monday	Tuesday	Thursday	Wednesday

UNIFORM

The children all look very smart in their Autumn uniforms. Please remember to label all items of uniform clearly; there are already several items in lost property without names.

If you would like any preloved uniform, please email into school with the item and sizes required.

HOMEWORK

Homework books for Y1-6 are sent out each Wednesday and should be returned to school by the following Monday. Further information is included inside the homework books and can also be found on the school website www.sudleyprimary.net.

Children in Y3-6 also receive Spelling and Arithmetic homework each week on a Friday. Spelling Shed can support this and should be accessed at home three times per week.

WELCOME TO THE YEAR GROUP MEETINGS

Thank you to all parents who were able to attend their child's year group meetings. If you were unable to attend, copies of the presentation are available on our school website. Welcome to the Year Group | Sudley Primary School

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FLU VACCINES

Mersey Care NHS Foundation Trust will be attending school to administer the annual flu immunisation to children whose parents/carers wish for them to receive it.

Parents/carers will be sent a link to access information about the flu vaccination and complete the consent form.

Please note that parents/carers who have opted out of having their information shared with the NHS will not receive the link directly.

If you require any help please contact the immunisation team on 0151 295 3833 who will be happy to help.

Flu vaccinations will take place across both Sudley Primary School sites on Tuesday 6 October 2026.

PHOTOGRAPHS

Individual photographs will be taken on Monday 12 October. We are able to accommodate sibling photographs for children based at both sites. Further information will be sent out nearer the time.

PARENTS/CARERS EVENING – TUESDAY 13 & WEDNESDAY 14 OCTOBER 2026

Our Parent/Carer Evenings will be held on Tuesday 13 and Wednesday 14 October. Infant site appointments will be from 3.30pm-6.00pm, while the Junior site appointments will be from 3.45pm to 6.25pm. Additionally, the Scholastic Book Fair will be held on both sites until 5.00pm. If you wish to purchase a book, please note that this will be by **card** only, as we are a cashless school.

Parents / Carers will be sent a link via School Ping, enabling you to book your face-to-face appointment(s).

Please allow adequate time between appointments especially if you are travelling between our infant and junior sites.

Access to the Infant Site

Please access the building via the school office.

Access to the Junior Site

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Both Donalds Way and Aigburth Road Entrances will be open during the evening. Access to the building will be from the school reception only.

YEAR 3 YARD

Please be aware that, from Wednesday 23 September, the Year 3 yard will be out of use due to works taking place on site. This will affect the usual Year 3 pick-up arrangements.

Drop-off:
There will be no change to the morning drop-off arrangements. Please continue to drop your child off from Aigburth Road. Children will be guided safely into the school building via a different entrance.

Pick-up:
Parents/Carers collecting their Year 3 child will need to collect them from the Main Yard instead of the usual Year 3 yard. Further communication will be sent to year 3 parents and carers nearer the time.

We appreciate your patience and understanding while these works are taking place. m the school reception only.

ATTENDANCE & PUNCTUALITY

We would like to thank all the children and parents who strive to be in school, on time, every day. **A special well done to Reception and Year 4 pupils who have had the highest attendance across the school so far this term- keep it up!**

If you have any queries or concerns about attendance, please contact us- we are here to listen, help and answer any concerns you may have.

Please remember that the school day starts at 8.55am- all children should be in their classrooms ready to start learning at this time.

REPORTING AN ABSENCE

If your child is not attending school for any reason, you must leave a message on **our school absence line (0151 427 2941) as soon as possible on EVERY day of their absence** to inform staff of the reason why. It is essential that you make contact before 9.15am so that we know your children are safe. Calls to all emergency contacts on

record and/or home visits may be made for pupils we are concerned about and/or have been absent and the reasons are unknown.

Please do not send an email to report absences.

If you wish to request an absence in advance, please complete our online form found on our school website, in plenty of time. Again, we cannot accept requests via email.

Unauthorised absences are discussed with the Education Welfare Assistant and could lead to a referral to their service. Details can be found in the school attendance policy on the website.

HOLIDAYS IN TERM TIME

All requests for leave of absence must be made in advance via the form on the school website.

Any unnecessary absence will be unauthorised and permission for absence will not be granted. An absence, even a day or two, can have implications for the child on their return. Over time, the cumulative effect of absence can impact not only on how well a child achieves but also on children's wellbeing, motivation to attend school and their self-esteem.

Missing school for a one week holiday means your child misses around 30 lessons. Missing school for a two week holiday means your child misses around 60 lessons.

Penalty Notice fines will be issued by the Local Authority for term time leave of 5 or more consecutive days. This is in line with national expectations and guidance. Penalty Notice fines will be issued per parent per child, for example, 3 siblings absent for term time leave would result in each parent receiving 3 separate fines.

The first time a Penalty Notice is issued for term time leave or irregular school attendance the fine will be charged at: £160 per parent, per child if paid within 28 days of the issue, reducing to £80 per parent, per child if paid within 21 days. Further absences within a three-year period will incur further fines and potentially further action.

ONLINE SAFETY- MOBILE PHONES AND SMART WATCHES

To support a focused and distraction-free learning environment, we would like to remind all families that mobile phones and smart watches are not permitted during the school day. This is in line with statutory DFE guidance for schools and is part of our safeguarding procedures.

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Pupils in Year 6 are permitted to bring a phone with them, but it must be switched off and handed in to the teacher at the start of the day, to be collected at dismissal and only used when off-site. Pupils in all other year groups must **not** bring a phone to school.

Smart watches with messaging, calling, recording or internet capabilities are treated in the same way as mobile phones and are not allowed in any year groups. Pupils seen wearing these devices will have to remove them and parents will be contacted to collect the device from the office.

We appreciate your support in helping us maintain a calm, safe, and productive environment where all children can fully engage in their learning.

HEALTH AND SAFETY AT SUDLEY PRIMARY SCOOL

The health and safety of everyone on the school site is a high priority. We ask that parents and carers adhere to the following guidelines:

No dogs/animals are allowed on the school grounds at any time, (except guide dogs/hearing dogs for the deaf). This includes dogs being carried.

The riding of bicycles/scooters/roller skates are not permitted on the school playground/site.

Younger siblings/children must be always supervised. Please ensure that they do not climb on school railings/walls/logs/gates/property, including our traversing wall – on the Junior Site. Children must always remain close to their parents and carers.

Please stay off the grassed areas at the front of school, the car parks, and front steps.

Children are not allowed to play on our trim trail and MUGA, run, or roll on the grass on the Infant site at the start and end of the school day. Please remind children not to do this.

The gate to the Infant playground closes at 3.20pm. Parents or carers arriving late to collect their child/ren should go to the office.

The EYFS (Early Years Foundation Stage) learning area is an outdoor classroom, and we ask that children, including siblings, do not play with or move equipment at the end of the day.

Please do not allow your child to swing, climb or touch the electric school gates at any time, doing so while they are opening will freeze the gates in motion.

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We would like to remind all visitors that vaping is strictly prohibited anywhere on school property, including outdoor areas.

BE A CONSIDERATE PARKER

As we begin the new school year, we would like to remind all parents and carers about the importance of parking safely and responsibly around the school.

There have been issues in the past when vehicles have parked between the clearly marked 'No Parking' signs outside the school. These restrictions are there to help keep our children, families and staff safe, particularly during busy drop-off and collection times.

We kindly ask all parents and carers to respect the signage, park legally and safely, and avoid stopping in restricted areas. Parking safely helps to reduce congestion, allows everyone to enter and leave the school safely, and sets a positive example for our children.

Please remember: the safety of our children must always come first.

Thank you for your continued support and cooperation in helping us keep our school community safe.

School Street Project – Lugard Road Update

Following our previous notification in November 2025 regarding the **School Street Project on Lugard Road**, we would like to provide parents and carers with a further update.

There has been a continued delay to the implementation of the scheme. The ANPR cameras have now been installed; however, they are not yet operational.

Liverpool City Council is currently working on the necessary infrastructure to enable the system to become fully operational.

We will continue to keep parents and carers updated and will let you know **as soon** as we receive confirmation that the cameras are operational and the School Street restrictions are in place.

INCLUSION

Family Wellbeing Opportunities

Beautiful New Beginnings are running a series of health and wellbeing events for children, parents and families this September. These sessions are a great

opportunity to take some time for wellbeing, connect with others and learn practical ways to support physical and emotional health.

Family Mindfulness Session: 15 September, 6.30pm

Parents and children are invited to attend together and explore a variety of mindfulness activities designed to promote relaxation, emotional wellbeing and family connection.

https://www.beautifulnewbeginnings.co.uk/event-details/family-mindfulness-sessions-2026-09-15-18-30

Family Yoga Session: 15 September, 7.30pm

A simple and gentle yoga session for parents and children to enjoy together. Suitable for children aged 4 years and above, right through to adults.

https://www.beautifulnewbeginnings.co.uk/event-details/family-yoga-sessions-age-4-2026-09-15-19-30

Autumn Pause: Release, Restore, Renew: 22 September, 7.00pm

An adults-only community wellbeing workshop featuring visualisation, sound healing, journalling, creativity and other restorative activities to help you recharge and embrace the new season.

https://www.beautifulnewbeginnings.co.uk/event-details/autumn-pause-release-restore-renew-community-wellbeing-event

SEND Parents' Coffee Evening: 29 September, 7.00pm

This month's session focuses on **Sensory Circuits**. SJ Fitness will share ways to combine sensory circuits with simple exercises that can be used at home to support wellbeing and fitness for the whole family.

https://www.beautifulnewbeginnings.co.uk/event-details/send-parents-coffee-evening-8

For further information on these events and other wellbeing opportunities, please visit the **Beautiful New Beginnings** website.

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DATES FOR YOUR DIARY – AUTUMN DATES

AUTUMN EVENTS		
EYFS Phonics Parent Meeting	Reception	Thursday 17 September 3.30pm
Open Evening for Reception 2026		Monday 21 and Tuesday 29 September 3.45pm – 4.45pm Infant site.
KS1 Phonics Parent Meeting	Year 1 and Year 2	Thursday 24 September 3.30pm
CHET	Year 6	w/c 28 September
Flu Vaccines	Whole School	Tuesday 6 October
Individual photographs (Tempest)	Whole School	Monday 12 October
Parents'/Carers' Evening	Whole School	Monday 13 and Tuesday 14 October
Western Approaches	Year 6	Monday 19 and Thursday 22 October
Stay and Read and Family Album sharing event	Reception	Wednesday 21 October 9-9.45am Children with surnames starting A to M Thursday 22 October 9-9.45am Children with surnames N-Z
Odd sock day for Anti-Bullying week	Whole School	Monday 16 November
Children in Need	Whole School	Friday 13 November
Reception Christmas shows	Reception	Tuesday 1 December RB and RH 10-10.45am RG and RS 2-2.45pm
Year 1 Christmas shows	Year 1	Wednesday 2 December 1B 9.30-10am 1J 10.30-11am 1C 1.15-1.45pm

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		1M 2.30-3pm
Year 4 Christmas Themed Performance	Year 4	Thursday 3 December 4S 9.30-10am 4E 10.30-11am 4M 1.30-2pm 4I 2.30-3pm
EYFS Christmas stay & play for parents/carers	Reception	Monday 7 December 9-9.45am
Christmas Party Day EYFS/KS1	Reception, Year 1 and Year 2	Monday 7 December
Christmas Carol Concert at St Anne's Church	Year 2 and Year 6	Tuesday 8 December 10-11am
Year 5/6 Christmas Party	Year 5 and Year 6	Wednesday 9 December
Year 3/4 Christmas Party	Year 3 and Year 4	Thursday 10 December
Christmas Coffee morning	Whole School	Friday 11 December
Christmas Fun and Share Day	Whole School	Monday 14 December
Christmas Dinner (Children)	Whole School	Tuesday 15 December
Christmas Jumper Day	Whole School	Friday 18 December

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SCHOOL TERM DATES 2026-2027

AUTUMN TERM

Staff Training Day – Tuesday 1 September

Term Starts: Wednesday 2 September 2026 – Friday 18 December 2026

Half term: Monday 26 October to Friday 30 October 2026

Christmas break: Monday 21 December 2026 to Friday 1 January 2027

SPRING TERM

Staff Training Day – Monday 4 January 2027

Term Starts: Tuesday 5 January 2027 – Thursday 25th March 2027

Half term: Monday 15 February to Friday 19 February 2027

Easter break: Friday 26th March to Friday 9 April (Easter bank holidays - Friday 26th March and Monday 29th March)

SUMMER TERM

Staff Training Days
Monday 19 July 2027
Tuesday 20 July 2027
Wednesday 21 July 2027

Term Starts: Monday 12th April - Wednesday 21 July
Please note: Children will finish school at an earlier time on Friday 16 July Infants **1.30pm** and Juniors **1.45pm**.

May Day Monday 3 May 2027

Half term: Monday 31 May to Friday 4 June
(Back in school – Monday 7 June 2027)

STAFF TRAINING DAYS

Tuesday 1 September 2026
Monday 4 January 2027
Monday 19 July 2027
Tuesday 20 July 2027
Wednesday 21 July 2027

Yours faithfully

Scott Connell
Headteacher