



17 July 2020  
RIC/HoY/cab

Dear Parent/Carer

As we approach the last few days of term I am writing to thank you for your ongoing support over these last few months in what has been an unprecedented time along with giving you some important information regarding our full return in September. It will be important to remain aware of changes that may take place through August and therefore while giving detail, this cannot be seen as the final plan.

### **UNIFORM**

In September, in line with the Department for Education (DfE) guidance, we will return to our normal uniform policy. We will therefore expect students to have their full school uniform including polishable shoes and a coat for outside where students will spend the vast majority of break and lunch times. Students will also be required to have their full PE kit.

The DfE are clear that uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

We are aware that during lockdown students may have experimented with different hairstyles and have become used to wearing multiple piercings that do not comply with our uniform policy. This will need to be addressed over the summer prior to a September return.

All uniform details can be found [here](#). The majority of uniform and PE items are available from [Broadbridges](#) our uniform supplier:

Telephone: 01444 413466\*  
Website: [www.broadbridges.co.uk](http://www.broadbridges.co.uk)  
Shop: Broadbridges, 2-8 Sussex Road, Haywards Heath, RH16 4EA

Any time between 9am and 5.00pm (Monday - Saturday) - Social distancing in place.  
By appointment (at the start or end of day) - \*please telephone Broadbridges in advance.

Unfortunately, there will be no in-college uniform sales during the summer holidays due to restrictions with trying on clothes (all clothes have to be quarantined/steamed every time they are tried on and not purchased). If you order uniform on line you can get **free delivery to the College** ready for collection on the following days from our Student Entrance at the front of the College:

23 July 2020 (10am to 12 noon)  
13 August 2020 (10am to 12 noon)  
20 August 2020 (10am to 12 noon)

If considering purchasing items from an alternative supplier the items must comply with our [policy](#).

## **BRING IN YOUR OWN EQUIPMENT**

Students will need to be equipped daily with their own equipment. The list can be found [here](#). It is important that students check they have all they will need for their day the night before to avoid leaving anything behind. The DfE are clear that students should bring their own equipment into school and that items are not shared wherever possible.

## **BUS TRANSPORT**

We are in regular communication with the County Transport Team regarding transport in September. Thank you to all parents who filled in the survey recently, this has helped with their planning. If you are entitled to free transport then the bus passes will be sent to your home address before the start of Term 1.

Students travelling on buses should follow the government guidance on face coverings when using these services. Students are responsible for the safe keeping of any face coverings after use.

## **HEALTH AND HYGIENE**

Like many organisations we are working hard to help prevent the spread of Covid-19. We are following some basic principles which can be found by clicking [here](#). It is important that students maintain high levels of hygiene including ensuring hands are thoroughly washed before leaving the house in the morning and on return at the end of the school day. Much guidance is available in relation to hand washing however for ease please click [here](#) for guidance. In September each classroom will have a hand sanitising station which students must use as directed. I would strongly recommend that students carry their own hand sanitiser with them.

As is normal practice please keep us informed about any illness that is preventing your child from attending College by emailing [attendance@heathfieldcc.co.uk](mailto:attendance@heathfieldcc.co.uk).

It is important should you be concerned about potential Covid-19 symptoms that you book a test as quickly as possible, inform the College and then inform us of the subsequent result as soon as you are able so that we can take the necessary steps with Public Health England and follow their advice. Equally if you have a confirmed case of Covid-19 within your immediate family we need to be immediately informed.

## **PRE-LOVED/SECOND HAND UNIFORM**

We are aware that uniform represents a significant cost for all families and would like to work with parents to ease that burden where possible, but we need your help. Our goal is to be able to sell second hand uniform items at a much-reduced cost via the Supporters of Heathfield Community College. They can be contacted by going to their [Facebook page here](#) or by emailing [office@heathfieldcc.co.uk](mailto:office@heathfieldcc.co.uk). If there are any good quality items of uniform or PE kit which your child has grown out of, please consider passing them back to the College via Reception.

Thank you for your continued support during this time and working with us to ensure students are able to return to College in September correctly dressed and with the correct equipment.

I look forward to welcoming students back to start Year 7 on Friday 4 September.

Yours sincerely



**MR J RICHARDSON**  
Head of Year