

17 July 2020
KRO/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 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
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 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:

- 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 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.

TIMETABLES

In preparation for the new academic year, it is likely that a few days before they arrive back at school, students will receive their Year 10 timetables, electronically. Some class codes will look different to what students were used to in Year 9. English class codes will certainly look different and teachers will answer any questions students may have about class codes when students return to classes in September. Parents and students should certainly not panic and jump to any conclusions about what the class codes mean.

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.

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 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.

FINANCIAL CONTRIBUTIONS

We appreciate that recent circumstances due to the coronavirus pandemic have put a pressure on all families financially. The start of term inevitably brings costs associated with equipment and uniform as well as some resources for which we have to charge. We have explored ways in which we can reduce costs for all as much as possible and will continue to do so. Some costs are unavoidable and cannot be borne by the school, like all organisations our costs have also risen and there is very little we can actually reclaim. Therefore, we feel the best we can do to help is be transparent about the costs that are incurred at the start of Year 10.

There will also be the option to purchase revision guides and workbooks for the specific GCSE courses that students are following. These can be ordered via Gateway; details of how to purchase these will be communicated in the new academic year.

Some of these may not apply to your son/daughter but we felt that knowing all possible outgoings would help families to manage at this time. Please do not hesitate to contact us if you would like to discuss further assistance.

YEAR 10		
ENGLISH - FOLDERS AND DIVIDERS	£2.50	Year 10
GCSE PHOTOGRAPHY COURSE FEES	£7 Includes £3 of print credit Additional printing charges (10p per A3 sheet)	Year 10
GCSE ART COURSE FEES	£7 + Printing charges (10p per A3 sheet)	Year 10
VOLUNTARY CONTRIBUTIONS	£25	Year 7-11
DT CONTRIBUTIONS	£10	Year 10
DT CONTRIBUTIONS	£20	Year 10 intensive

We are currently in the process of building some FAQs as a guide for parents that may answer some questions that still remain. These will be issued in August along with some other reminders which will consider any changes to guidance that we receive. We will write to you when these are available.

PRE-LOVED/SECOND HAND UNIFORM

We are aware that uniform represents a significant cost for all families, we 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. If there are any good quality items of uniform or PE kit which your child has grown out of, please consider passing it 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 10 on Monday 7 September.

Yours sincerely



MRS KROUWEL
Head of Year