

1 September 2020

Dear Parent/Carer

We have nearly arrived at the exciting moment when we welcome our students back to school for the start of a new academic year. Staff have been preparing relentlessly over the summer both the site and the teaching to allow students to be able to return to what we all do best in a safe and happy environment.

I am writing today with some final details which will hopefully allow you to make the arrangements you need to for the start of term. These include:

- **Updated Parental FAQs:** to reflect changes to government guidance and some additional detail in response to feedback and discussion. For ease of reading we have highlighted sections that are new or have changed since the version released two weeks ago.

In addition, on the website we have also placed:

- **Updated Risk Assessment:** the previous version was a work-in-progress based on the generic ESCC model. We are now almost complete in all areas and able to change the wording and layout so it reflects the mitigations most relevant to our site and practices. We have also included some ESCC guidance on the instances of suspected or confirmed cases for interest/information.
- **Welcome Back Information and Map:** mainly for students to know their main locations and the one-way system on entering the building.
- **Well Being information:** a summary of the range of approaches many of which already exist and some of which are new for this year.

Within the FAQs is information about the canteen. Just in case you miss it there I am including here the form to order lunches for the first two weeks. We hope to move away from this practice shortly, this is a 2-week protocol to ensure the kitchen is ready and able to be adapted for use on a large scale in due course. If your child is eligible for Free School Meals this will not affect their provision, just let us know on the form. Otherwise please ensure your child's account is topped up and we will deduct in the normal way. A reduced menu is also available on the website for your perusal.

**Lunch Order Form:**

[https://docs.google.com/forms/d/e/1FAIpQLSdr4AKkThAwIsT9woiC2kVkhZUfYnMJP8zSZh0ITtYvTYhSgw/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdr4AKkThAwIsT9woiC2kVkhZUfYnMJP8zSZh0ITtYvTYhSgw/viewform?usp=sf_link)

There will be changes to the school site, some for Covid-19 secure measures and some because we have continued to make improvements over the summer holiday period. Students will have an extended tutor period and a year group assembly on their first day to learn everything they need to know about how we will be working.


We believe the vast majority of our students are well placed to return to an environment they know and in which they are successful both academically and personally. We believe we know the students for whom some additional support may be needed for them to feel confident coming back and we are prepared to provide that to help them as well as any other students in the coming weeks. Teaching staff are preparing to diagnostically determine where the students are academically and plan for their onward progression.

Finally, the preparation for any new school year is always a mixture of nervousness and excitement. This year feels especially heightened, not least because of the national hyperbole surrounding it; I would urge caution in how you absorb some of the messaging. It is designed for a national audience and does not relate specifically to Heathfield's context.

We were inspected in March 2020, just before lockdown. If we needed an external verification on the successful combination of our teaching, support systems, students and families, the resulting report provided it. Our students were well placed in March to excel, they did well during lockdown to maintain contact with their learning and they will be able to apply themselves fully again as they start back.

Thank you for your support as we navigate this time, please communicate with us as we take this journey together so we can adapt and respond as necessary; with open dialogue, mutual kindness and understanding we can be confident of our success. We are delighted to be welcoming students back onto site, settling everyone into slightly new patterns and getting on with what we do best; learning, growing and thriving together in our unique and vibrant community.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Barlow', written in a cursive style.

**MS C BARLOW**  
Headteacher