



2 July 2021
ADA/Transition 2021/cab

Dear Parents & Carers

As we are unable to hold our Taster Days and our Welcome Evening in person due to restrictions not being lifted at this stage I would like to give you some of the information that would have been passed on at these events.

Welcome Evening, Tutor & Tutor Group

On **Thursday 8 July 2021** we will hold our Virtual Welcome Evening where you will be able to meet your child's tutor and know which tutor group you have been assigned to. There will be a brief presentation from your child's tutor along with an opportunity for you to ask any questions you may have.

We will send you a zoom link with instructions on how you and your child can join the meeting and how you can go about asking any questions. Unfortunately, we will be unable to give the names of other students they will be with but I am sure word will get around quick enough!

Parent Help Book

All key information about the College, including our Parent Help Book can be found on our website <http://www.heathfieldcc.co.uk> ([Join Us/Admissions/Year 7 Transition September 2021](#)). The information in the booklet is designed to help parents support their child to settle into College life. I trust you will find the contents both interesting and useful. We very much hope that your child will be happy here as this is the soundest foundation for a successful College career. If you do not have access to a computer, please contact the College and we will arrange for a copy to be made available to you.

Uniform, Equipment, Haircuts & Jewellery

Please check the Parent Help Book (see link above) to ensure that you and your child are aware of the correct uniform and equipment when they start with us in Year 7. Also included are guidelines around haircuts, hair colour and jewellery.



Distinguished
School



School Gateway

If you have not already done so we would ask that you sign up to School Gateway as soon as possible so that you can make payments on line. You will need to be able to access this portal in order to receive information as well as giving consent for trips, making payments for trips, the contributions requested below and any other payment for your child whilst at College. For any queries regarding School Gateway or problems making payments please email financeoffice@heathfieldcc.co.uk or telephone 01435 866066 Ext 1260. Unfortunately, cheques are no longer accepted at the College. Attached to this letter is a copy of the School Gateway letter sent to you earlier in the year.

Parental Contributions

We acknowledge that this can be an expensive time of year and you may have faced a difficult financial time during the Covid-19 pandemic, however, we want to assure you that we have presented below what we believe to be the totality of contributions that we will request at this stage. However, in addition to the contributions listed, various trips and events will be available to students to attend at additional costs if they would like to take part.

Payment of these contributions should be made through School Gateway:

- **Design & Technology** - £12 (includes contributions for some dry cooking ingredients and workshop materials)
- **Art** - £3 (this will entitle your child to two A4 Art sketchbooks, one for Year 7 and one for Year 8)
- **Locker** - £25 (the cost to use a locker for five years from Year 7 is £25. Locker keys will be distributed in September and must be returned when a student finishes in Year 11)

We are hoping to run a trip to see Matilda for all of Year 7 prior to Christmas (subject to local and national guidance). The anticipated cost is £40 and you will receive a letter regarding the trip in the coming weeks.

Heathfield Voluntary Parental Donation for College Fund

A voluntary contribution from parents will enable the College to provide students with opportunities and experiences that would not otherwise be possible. For example:

- Motivational and inspirational speakers and activities for all year groups
- Divergent Drama for Enrichment Week
- The international Global Social Leaders Programme in August
- Speakers for Schools coaching in public speaking
- Additional well-being support and resources
- A fund for our School Council. In the past they have chosen to provide an additional salad bar for the dining hall, provide additional PE equipment and additional outside benching.

Parents are invited to make a payment of £25 via School Gateway. This is a suggested figure and is not limited to this amount. The funds received via this voluntary donation scheme will be ring-fenced for the activities and resources as previously stated. We fully understand if you are unable to make this contribution at this time. The payment will stay on your School Gateway account and if you are able to make a contribution at a later date this would be very much appreciated. More information will follow.

Keeping you Informed

Keeping you informed is an important aspect of working together. Our College website is updated regularly at www.heathfieldcc.co.uk. Here you will find copies of letters sent to parents and updates on parent feedback we receive through our questionnaires. Heathfield Headlines, the College newsletter, can also be found here. Regular updates to the College calendar and news on events that are taking place can also be found on Facebook: <https://www.facebook.com/Heathfield-Community-College> or Twitter @Heathfield_CC.

Communication

Communication is really important, even over the simple things. If you are at all concerned about your child's progress or welfare, never hesitate to contact us, please don't leave it. Your child's Form Tutor is both the first point of contact at the College and the adult who oversees your child's academic and social well-being. In addition to the form tutor Mrs Millyard will be the Pastoral Manager for Year 7 who will be able to offer support and guidance on pastoral matters.

Supporters of Heathfield Community College (SOHCC)

The SOHCC team are a much-valued part of our wonder team. As well as running the pre-loved uniform supply they also help raise money for the College in the future. If you would like to be part of this group from September please email office@heathfieldcc.co.uk and we will put you in touch with them.

We do have a supply of good quality 'pre-loved' uniform that can be purchased from SOHCC. If you would like to know what they have available please email office@heathfieldcc.co.uk and we will pass your details on to them. There will be a pop-up shop selling this pre-loved uniform under the canopy at the College on Tuesday 13 July from 3.30pm to 4.30pm. All customers will be asked to wear a mask, socially distance and use hand-santiser.

I look forward to working in a successful partnership as this is the best way of helping your child to succeed. We will do our best to see that your child has a happy and successful life at Heathfield Community College.

Yours sincerely



MRS J ADAMS
Head of Year