

The Federation of Heathfield and St Francis Schools



Oldbury Way, Fareham, Hampshire PO14 3BN

Executive Headteacher
Rachel Weldon NPQH BA (Hons) PGCE



1 September 2020

Dear Parents and Carers

I hope you and your families have managed to have a pleasant summer holiday, and have continued to keep safe and well.

I cannot tell you how much we are looking forward to seeing your children next week and having our federation community back together again.

We have taken as many steps as we can to ensure both schools are as safe as they can be for both pupils and staff. I have attached a copy of our risk assessment with this letter, which I hope reassures you. This is, of course, subject to change as guidance is frequently changing. I have also included below the link to the most up to date guidance for parents and carers from the Government:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

The expectation is that all children return to school next week. We have been notified that absence coding will revert to pre-lockdown i.e. absences will only be authorised if there is a genuine reason, such as illness or medical appointments.

We have been preparing for our pupils returning for some time now and have worked hard on putting together a 'Recovery Curriculum'. We fully acknowledge it is going to take some time to get back to 'normal' learning and this curriculum focuses on the key elements of being ready to learn, such as relationships, re-establishing routines and structure, and managing own behaviour etc. Our teachers can tap into this fluid curriculum as and when they need to.

Beginnings and Ends of the School Day

We expect the beginnings and ends of the day to be quite complex, therefore please can I ask for your patience and understanding around this. If you are bringing your child to school, please only come at the following times:

- Heathfield arrive at 9.30am and pick up at 3.15pm (taxis will arrive at 9.15am and pick up at 3.00pm)
- St Francis arrive at 9.15am and pick up at 3.00pm (taxis will arrive at 9.00am and pick up at 2.45pm)

If coming by car, please queue up along the road and staff will guide you in. Please do not get out of your cars; staff will come to you to collect your child. If coming on foot, please socially distance whilst waiting outside the front entrance. To enable both systems to work we need to keep discussion to a minimum please, therefore we ask that you use a communication book to pass on important information.

These times are subject to change, therefore please watch out for further information regarding this. Thank you.

Dinner Money or Other Payments

Please can I ask that any money sent into school is via a cheque made payable to the school. If this is not possible, please only send notes. Thank you.

Lastly, I would like to thank you again for your support and kindness over the last few months, we have so very much appreciated it.

If you need any further information, please do not hesitate to contact either school office.

Very best wishes

A handwritten signature in blue ink that reads "Rachel Weldon". The signature is written in a cursive style.

Rachel Weldon
Executive Headteacher