

Headteacher: Miss Caitlin Macrae

19th March 2020

Dear Parents and Carers,

Re: Coronavirus update – school closure to most pupils – Thursday 19th March 3pm

Following on from my last update, I am writing to confirm that **we have now been instructed by the government to close the school** to almost all children **from the end of the school day on Friday 20th March, until further notice.**

Due to levels of staffing, we have partially closed the school in the following stages this week:

- Year 9 have not returned to school today 19th March
- Year 10 to 13 will not return to school tomorrow 20th March
- The school will remain open to Year 7 and 8 students until the end of the day tomorrow. They will not return to school on Monday 23rd March.

As advised by the government, we will do all we can to stay open for the children of key workers and children with specific needs from Monday 23rd March. Those of you with children with specific needs will be contacted directly. The government is due to provide a list of categories included in the 'key worker' definition, later today. Once we have this, you will be contacted again about whether, as a key worker, you will be sending your child into school.

All other children should remain at home and continue their learning from home.

If your child has not been in school recently, due to illness, self-isolation or for any other reason, we will be in touch next week to ensure they have the resources and guidance that has been given to those students who have been in school this week.

If your child is currently eligible for a free school meal and is not ill or self-isolating, please send them into school to collect their meal to take away on Monday and Tuesday next week between 10.50am to 11.05am. This is an interim arrangement while we await further details from the government about their plans and guidance to support students eligible for free school meals in the longer term. Please contact us admin@highfield.herts.sch.uk if your child is eligible, but is unable to come into school due to illness or self-isolation.

We find ourselves in an unprecedented situation where communication will be vital. We will do all we can to keep the lines of communication open between home and school and to work with you to support our students in this very different way of learning at home.

Once again, I would like to thank you for your continued support in these uncertain times.

Yours faithfully

Miss Caitlin Macrae
Headteacher