Heathland Whitefriars Federation

Heathland School
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Headteacher: Mr P K Vekaria

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Dear parents and carers,

We are writing to provide more information on the early Friday collection arrangements caused by emergency flooding response.

Supervised provision for critical/key workers
We appreciate that an earlier collection may cause difficulties for families where both parents/carers are critical/key workers who cannot rearrange work or collection. We can offer a supervised provision at each site for those families only — this is not a regular extended childcare offer but a safety measure so pupils can remain on site until our normal closing time.

Please note:

- This provision is for children of critical/key workers only (examples include NHS staff, emergency services, social care, other frontline roles).
- Places are limited and will be allocated according to need; priority will be given to families where no alternative adult is available to collect.
- The provision will be supervised; it is not formal teaching time (staff will be on PPA). Pupils will be cared for, kept calm and engaged with quiet activities.
- Our school staff will be organised to ensure safety and appropriate adult:pupil ratios.

What we need from you now
If you require supervised provision, please complete and return this information by 9:00am on Wednesday 1st July so we can plan staffing and spaces:

1. Child's name and class/year group.
2. Which site your child is due to attend
3. Are both parents/carers critical/key workers with no alternative adult available to collect? (Yes/No) — please state your job/role and employer.
4. Expected latest collection time (**we will keep until normal school finish time**).

Safeguarding and safeguarding checks
We will follow normal safeguarding procedures: staff will hold an up-to-date register and we will only release children to adults named on your contact list. Please ensure details you provide are accurate.

Thank you for your understanding and co-operation. We are sorry for any inconvenience caused but the early finish is necessary to meet our legal staffing requirements while not being able to have all staff on our own site.

Kind regards,

Miss F R Hopkins
Headteacher

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