Heathland Whitefriars Federation

Heathland School
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Headteacher: Miss F R Hopkins

Whitefriars School
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Headteacher: Mr P K Vekaria

26th June 2026

Dear Parents and Carers,

Arrangements for education: Years 3-5 at Rooks Heath School

We understand how disappointing and disruptive the news of Heathland School's closure will be for our school community. However, we have worked closely with the local authority and local schools to ensure that disruption to children's learning is kept to an absolute minimum.

We are pleased to confirm that we have secured temporary classroom accommodation at **Rooks Heath School** for your child, enabling all our pupils to continue their education. We would like to extend our gratitude to all the staff at Rooks Heath so far, who have gone above and beyond to make this transition as smooth as possible.

Whilst the school site may be unfamiliar, pupils will remain with their usual classmates and will be taught by their normal class teacher and supported by familiar support staff. We will have a first aider on site and SLT and the Inclusion Team will be available to support throughout the school day. We are confident that this continuity will help children settle quickly into their temporary learning environments.

These arrangements will commence on **Monday 29th June.** Children should continue to wear their Heathland School uniform each day as normal.

Rooks Health School: travelling and car parking arrangements

Please enter through the Heathland car park gate as usual and staff will be on hand to guide the children to their assembly points.

School hours

We have planned with Rooks Heath to work around their drop off and pick up times to manage the safe entry and exit of the school. They have requested that our children arrive at **the usual time of 8:35am** via our car park gate where we will assemble the children on our playground and take them across through our car park. Child should be collected at **3:05pm** as we need to exit their site before their children finish their school day. Parents are to once again come into our car park to collect.

We recognise that some families may have children attending different sites and that this may present additional challenges with drop-off and collection arrangements. We want to reassure you that there will be flexibility with start and finish times where necessary, and we will work with families to support these arrangements wherever possible. Please make your way to site as soon as possible.

On Fridays, children must be collected at 12pm. We have a statutory requirement to provide teachers with planning time and our usual arrangements for cover are not possible whilst we

operate over multiple sites. We appreciate your support in ensuring our staff have time to make sure that the educational provision for your children is ready for the following week.

Lunch Arrangements

Rooks have planned with their catering team, Caterlink, to cater for our children and so they will receive a packed lunch each day, hopefully moving to hot lunch in due course. Children will order with their teachers on the day in class, as they do at Heathland School, and we will make a menu available to you as soon as possible. Children may wish to bring a healthy snack (please no nuts).

Welfare Arrangements

We are committed to ensuring that students attending alternative education provision are well supported in terms of their welfare throughout their time on site. A member of our own staff, who is trained in first aid, will be present and available to support students, including accompanying any child who needs to access the welfare room. We ensure that all visits to the welfare room are supervised appropriately and that accurate records are maintained. Students' wellbeing is monitored closely, and we maintain regular communication with staff at the provision to share relevant information and respond promptly to any concerns.

Safeguarding Arrangements

We take safeguarding very seriously when students attend alternative education provision. All partner sites are carefully vetted to ensure they meet statutory safeguarding requirements, including robust policies for child protection, safer recruitment, and health and safety. Our staff will continue to respond to all safeguarding concerns related to our children and we will work in partnership with the host school to ensure children are safe on their site. We maintain regular communication with the provider, monitor attendance and wellbeing closely, and carry out visits to ensure the quality and safety of the provision.

Support and wellbeing

We know this will be stressful for many families. If you need wellbeing or pastoral support, please contact us and we will do our best to help. Please bear with us as our office team are working tirelessly to ensure parents receive responses as promptly as possible in a complex situation.

If you have any questions or concerns, please do not hesitate to contact the school office, office@heathlandschool.net

We appreciate that this is an exceptionally challenging situation for our pupils, families and staff. We would like to thank you for your continued patience, understanding and support.

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Yours sincerely,

Miss F R Hopkins
Headteacher
Heathland School