



December 2020

Dear Parent/Carer,

I hope you and your family are keeping well at this challenging time.

IMPORTANT: Changes to School Calendar

You may have heard from the media last night that the Department for Education (DfE) has just announced that schools can make Friday, 18th December an INSET Day. This is to enable the contact tracing process that schools are responsible for during the holidays to finish one day earlier.

We have given careful thought about how to respond to this. We are also aware that there is a great deal of anxiety from some parents and staff about the Covid-19 situation as Christmas draws nearer.

We have carefully reviewed our school calendar for the remainder of the year. The DfE has said if we adopt 18th December as an INSET day, we have to cancel a later INSET day during this school year.

Having reviewed our plans for our remaining INSET Days for this academic year, we have concluded that the best course of action is to make the final INSET day of the year- **Wednesday, 21st July, a normal school day.**

This is a long way off and gives plenty of notice to parents/carers and staff. This is also desirable as Year 13 and Year 11 will have left by this time, so it will only affect five year groups not seven.

Wednesday, 21st July will also be the last day of term so we envisage an earlier finish, as we normally have this at the end of the summer term.

We will speak to any parent/carers or member of staff who has made separate arrangements for 21st July already. We think this is likely to be a very small number of people due to the Covid-19 situation.

So just to confirm- Friday 18th December will now be an INSET day. The School will be closed to students.

Wednesday, 21st July will now be a normal school day, with a slightly earlier finish as it will be the last day of the summer term.

School will finish for students this term at the normal time on Thursday, 17th December.

If you have any questions about any of the above or have made separate plans for Wednesday, 21st July, please contact the School on contactus@highamlaneschool.co.uk

Thank you, in anticipation, for your support and understanding. I apologise for the short notice I am giving you about this change, but please bear in mind that we were only informed about this by the DfE last night.

Yours sincerely,

P.Kelly
Headteacher

(KL-LL) IMPORTANT Changes to School Calendar - December 2020