

Dear Parents / Carers

I hope you are all OK and keeping yourselves as safe as possible at home, and wishing any family affected by the increasing tragedy of the coronavirus our prayers and best wishes. I also hope you are enjoying this very unusual 'holiday' time.

### **Trips and Visits refunds**

You will all be aware that we have made the decision to cancel any trip or visit planned between now and the end of the school year. You will also be aware that many of you have already paid us money, and that we have already paid most of this onto various providers.

We have made a decision to refund you all the money you might have paid, as soon as we possibly can, regardless of whether we have received those monies from the insurance claims we are going to have to make. I envisage the insurance claims will not be a quick and easy process, and of course there is not a guarantee that we will be able to recoup everything we pay out to you, as parents. However, a huge concern at the moment is that many of our families could be facing difficult times financially, so we are going to reimburse you fully and any shortfall will simply have to be taken on by the school. You will know schools have no spare money whatsoever, so this isn't great for us either, but we believe this is the correct course of action under these circumstances.

Some of you have kindly suggested we keep the money you have paid to be used as credit against future trips; thank you, but for clarity and efficiency we are not going to do this. Refunding you will be a significant task, and will involve refunding over £85,000 over more than 600 individual payments, so please understand we cannot offer any guarantee of a time scale on this, other than I assure you we will do it as soon as we possibly can.

### **Communication from teachers**

Please be reminded that KS3 pupils should be receiving approximately 12/13 hours work per week. We hope this is a reasonable, manageable amount for KS3 pupils to complete independently, which doesn't produce too much pressure for anyone. Of course, feel free to let them work longer hours if they want to pursue anything that interests them. Year 10 pupils should be aiming to complete more than that, up to a maximum of approximately 20 hours per week. However, as parents you know your

children better than we ever could, so if you know they are struggling with that workload please manage that by telling them when to stop. As I said in a previous email, I think we are into this for more than a short stint, so it has to be manageable for all.

If expected work is not submitted, we have asked teachers to email pupils first and, if still nothing appears, to email you as parents, for your information. Please do not take this as anything other than information sharing. You can then decide how and when to best encourage your child to complete the work detailed by the teacher. All subjects are important, but if you feel your child is struggling to complete everything set, can I ask you always prioritise English and Maths for completion.

Finally, can I let you know that all emails I or the school sends to you during this time can be found on the website Home page under 'Latest news'.

Thank you for your continued support.

Yours sincerely,

Tim Gibbs