



Heathcote School & Science College

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Headteacher: Emma Hillman NPQH, MSc, MA

Dear Parent/Carer,



We have received direction from Waltham Forest that staff and pupils should wear face coverings in communal areas inside school due to the new restrictions in place in London. From Monday therefore, we will be expecting all pupils to wear a face covering in these areas. This does not apply to classrooms and they should not be worn in these settings unless this is part of an individual risk assessment.



Please ensure that these face coverings are clean, plain and regularly washed and replaced each day if disposable masks are worn. We will be reminding pupils regularly of how to remove and store these safely. All pupils should have a clear plastic bag in which to place their mask when they are not wearing it.



We are aware that you have not been able to plan for this and so will use next week to set our expectations, ensure pupils are clear about the areas where they need to be worn and get used to bringing them in. We will not sanction pupils during next week. Unless the guidance changes, we expect all pupils to ensure that a face covering is part of the compulsory equipment that pupils must bring to school and wear. In addition to potential sanctions, from after half term, parents will be charged £1 every time we have to give your child a disposable face mask. We will be adding this to the Behaviour Policy.



If pupils are exempt, please follow the guidance below and email me directly with the reason and we will provide exempt lanyards for these pupils.



Exemptions

Some individuals are exempt from wearing face coverings. This applies to those who:

- cannot put on, wear or remove a face covering because of a physical or mental illness or impairment or disability
- speak to or provide assistance to someone who relies on lip reading, clear sound or facial expression to communicate



All the best. Do please stay safe and follow the national guidance and please ask if you have any queries.

Emma Hillman

