



HEDINGHAM SCHOOL AND SIXTH FORM

ACHIEVEMENT & EXCELLENCE

September 2019

Dear Parent/Guardian

Lunchtime Arrangement – Year 11 Students 2019-2020

We are writing to you with information about lunchtime arrangements for students in Year 11.

It is customary at Hedingham that students in Year 11 are allowed to leave the school site during the lunch break. This privilege is granted under the following conditions:

- Before leaving school, students sign out with the named member of staff.
- Students demonstrate appropriate behaviour and conduct at all times whilst in the village.
- Students should not enter or socialise in recreational parks that are for designed for young children.
- Students are not to enter the Bloor development on the old Premdor site, unless there are pre-arranged circumstances.
- Students return to school in good time, ensuring a punctual arrival to Period 5.

We would ask you to discuss these expectations with your son/daughter, before completing the attached consent form.

Students will not be allowed to leave the site until Wednesday 11 September 2019, providing we have received parental consent. We will advise you that we reserve the right to withdraw this lunchtime privilege if any student does not meet the expectations outlined above.

Please do not hesitate to contact us at the school if you wish to discuss this in further detail.

Yours sincerely

Mr Finch
Deputy Headteacher

Reply slip: To be returned to the School Office as soon as possible

Year 11 Lunchtime Permission - September 2019

Student's Name:Form:

I agree to the conditions set out by Hedingham School in relation to the lunchtime arrangements. I am happy for my child to be permitted to leave the school site during lunchtime under the following conditions:

- Before leaving school, students sign out with the named member of staff.
- Students demonstrate appropriate behaviour and conduct at all times whilst in the village.
- Students return to school in good time, ensuring a punctual arrival to Period 5

I understand that if my son/daughter does not meet the above expectations, then this privilege will be removed and my son/daughter will be expected to remain in school in line with standard school policy

Signed: Parent/Guardian Date:

Headteacher · John Panayi BA Cert Ed NPQH
Yeldham Road · Sible Hedingham · Essex CO9 3QH · Telephone 01787 460470
e-mail: enquiries@hedingham.essex.sch.uk Website: www.hedingham.essex.sch.uk

