



6 March 2025

Dear parents and carers,

I hope this message finds you well.

We are writing to inform you about arrangements for a partial school closure on **Thursday 20th March**, in order to allow some staff to attend the funeral of our much-loved colleague, Mr Scott-Blore.

We have carefully planned out how we can best navigate this situation and balance allowing staff to be released to grieve for the loss of their friend and colleague whilst ensuring we do not cause significant disruption to the quality of the education we can provide on this afternoon and ensuring we do not create a complex childcare issue for parents and carers.

We have taken the decision to move afternoon lessons to online learning **for Year 9 and 10 only from 1:15pm**. No other year groups are affected. The day will look as follows:

- **If your child is in Year 7, Year 8 or Year 11**, they will attend school as normal and follow their usual timetable. All morning lessons will run as usual. Afternoon lessons will also run as per the timetable and, if your child's teacher is not in school, another member of JF staff will be covering the lesson to ensure that high quality work is completed as usual. There will, subsequently, be no impact for these year groups.
- **If your child is in Year 9 or Year 10**, they should attend school as normal for all morning lessons. They will then be able to have their lunch break as normal and visit the cafeteria to ensure they get their lunchtime meal. Students will then be registered at 1:05pm and will be allowed to leave school at 1:15pm to complete their afternoon lessons through remote learning at home. All tasks will be set by the class teacher for the two afternoon lessons on Class Charts.

For any **Year 9 or 10 student** who may face difficulties in leaving school at lunchtime, we are able to accommodate them in school. They will be given access to Class Charts and will be supervised as they complete their work online. If your child will need to stay in school to access this provision, please do let us know by completing this Microsoft Forms by Tuesday 18th March [Microsoft Forms for Yr 9/10 supervision](#)

We really do appreciate your understanding and support during this difficult time for the school community. Should you have any further questions, please do not hesitate to contact us.

Kind regards,

Mrs Helen Frost-Briggs
Executive Head Teacher

