



# Hanley Castle High School

and Sixth Form Centre

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Headteacher: Mrs Lindsey Cooke

1 April 2020

Dear Year 10 student / Parent / Carer,

I do hope that this letter finds you and your families well, and that you are coping as best you can with the ongoing lockdown.

Firstly, I would like to thank Year 10 for the magnificent efforts you are making working from home. Your teachers have asked me to pass on their thanks and appreciation for the positive and productive manner in which you are engaging with the tasks set, and for the outstanding quality of much of the submitted work you have produced. Some of the work has been really tough, and it is great that so many of you have contacted your teachers asking for help, or have just checked in with them or your tutors to let them know you are coping.

Those of you who are up-to-date with your work can now look forward to a well-earned break over Easter. Your teachers will recommence setting work on Monday 20th April.

**However, if you have not completed all of the work set by your teachers you must use the Easter break to catch up.**

This is especially important as it is now becoming clear that schools will not reopen for a while longer. This means that the subject content which is being covered during the closure will be too much to 're-teach' when we eventually return to school. You need to make sure that you complete all of the work set - and ask for help where you are struggling to understand ideas or concepts. This means that you will be in the best position to pick up your studies as teachers move on to new content when we all get back to normal in school.

Your teachers have worked exceptionally hard to make this new way of learning a success. They will continue to do their very best to support you, but they also need your help at a time when they are looking after their families and dealing with stress, illness and worry:

- Please limit any e-mails to teachers for help with work or other matters to what is absolutely essential.
- Please comply with teacher requests for communication within certain timeframes – in any case, please do not contact them outside of normal working hours except in an emergency.
- If you do need to catch up on work you should already have completed please contact teachers with any queries before the end of term on Friday 3<sup>rd</sup> April – I have instructed staff to take a proper break after that, away from e-mails and other methods of communication. They will be available and setting work again from Monday 20<sup>th</sup> April.

Of course, in an emergency, the school is always there to support you and your family. Please do not hesitate to contact us if you really need help. Mrs Anderson-Kirby has asked me to pass on her e-mail address for urgent problems:



[andersonkirbys@hanleycastlehs.org.uk](mailto:andersonkirbys@hanleycastlehs.org.uk)  
[cookel@hanleycastlehs.org.uk](mailto:cookel@hanleycastlehs.org.uk)

Wishing you and all your loved ones the very best at this difficult time.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'L. Cooke', with a long horizontal line extending from the end of the signature.

Lindsey Cooke  
Headteacher

