



Smithdon High School  
Mr J Hirst  
Headteacher  
Downs Road, Hunstanton  
Norfolk PE36 5HY  
Telephone: 01485 534541  
e-mail: [office@smithdonhigh.org.uk](mailto:office@smithdonhigh.org.uk)  
website: [www.smithdonhigh.org.uk](http://www.smithdonhigh.org.uk)

Ref: JHi/LT

1 June 2020

Dear Parents

Following the most recent Government announcements, our trustees have approved our plan to increase the face to face provision to students in Year 10.

The initial phase of this plan is to invite each Year 10 student into school for an academic meeting, face to face with a member of staff. Discussions will focus on progress made in all subjects, challenges faced and potential solutions. Appointments will be 15 minutes in length and take place during school hours starting from 15 June.

Government guidelines restrict our approach so each student must be accompanied by just one adult. To limit the number of people on site at any one time we will ask everyone to adhere to strict timings.

Everyone coming onto the school site will be expected to observe strict social distancing at all times and will not be allowed anywhere other than the toilet facilities and the room in which the appointment takes place. To help keep everyone safe all surfaces will be regularly cleaned and visitors will be required to use hand sanitizer on entry.

We understand not all students will be able to attend an appointment based in school and we will offer these students, along with their parent/guardian the opportunity to have the same academic meeting by an online, remote meeting or by telephone, if preferred.

To help us in our planning, please complete the following survey <https://forms.gle/M3DwNTjV6ByQSmX79> by Wednesday 3 June.

Yours sincerely

**Mr J Hirst**  
**Headteacher**

