

**Blackboys CE Primary School**  
School Lane  
Blackboys  
Uckfield  
East Sussex  
TN22 5LL



**Framfield CE Primary School**  
The Street  
Framfield  
Uckfield  
East Sussex  
TN22 5NR

Headteacher: Mr G Sullivan

Headteacher: Mrs L Pestell

20<sup>th</sup> May 2020

Dear Parents/Carers

### **Communication with the School After Half Term**

We are looking forward to welcoming some of your children back to school after half term and a lot of work has gone on behind the scenes to protect the whole school community during these unprecedented times.

### **Office Closure**

The school office will remain shut after the half term break. Office staff will be working their appointed days from home and will be regularly checking emails and relaying messages.

### **Contact Details:**

In the first instance please email: [office@framfieldcep.e-sussex.sch.uk](mailto:office@framfieldcep.e-sussex.sch.uk)

We recognise that there may be occasions when you will need to contact the school urgently so rather than send an email, do please use the work mobile nos. below so that Hollie and Jane can get a message to your child's class teacher or to me. These work mobiles will be monitored during normal school hours:  
8.45 – 3.15 pm.

Jane: Mon-Weds 07957 404953

Hollie: Thurs-Fri 07435 804875

### **Collections, Deliveries and Messages**

- Collection and delivery boxes will be available outside of the main entrance for returning of forms or letters please do not come into the school building.
- If you need to speak to your child's class teacher, then you contact the School Office or send in a note with your child. If necessary, we can arrange a telephone appointment

We so appreciate your cooperation and the kind messages of support that we have all received. As you know, Framfield normally prides itself on its village school, open door policy and this distance is not something we are used to! Please bear with us during this first phased return and do not hesitate to remain in contact or reach out to us if you need support.

Yours sincerely

Mrs Lisa Pestell  
Headteacher