



Horsforth School

Lee Lane East Horsforth

Leeds LS18 5RF

Tel: 0113 226 5454

Fax: 0113 226 5401

Email: info@horsforthschool.org

Website: www.horsforthschool.org

Headteacher: Dr P C Bell

Our ref: SAN/PCB

Pastoral Staff Update

Dear Parent/Carer,

This is a quick update; to make you all aware that unfortunately, we have the majority of our pastoral team absent from school this week due to illness. This was unforeseen and it is likely that this absence will run for the rest of this week.

Included in the staff absence, are the Pastoral and Behaviour Officers in school for years 8, 9 and 11.

Therefore please note that there will be a delay on all aspects of communication with the relevant Pastoral Officer. If there has been any recent, current or ongoing parent communication with the relevant Pastoral Officer this will be delayed until after half term. We will try our best to resume communication as quick as we can after we return from the break.

If your queries and concerns are absolutely urgent and cannot wait, please email them to the pastoralhub@horsforthschool.org. We will try our best to respond.

Please also be aware that if any meetings or calls were planned for the next few days with these year group officers, that these are cancelled.

We are operating with emergency staff from available Leadership team members, and attending to urgent incident's, but we are operating on skeleton staff so years 7 and 10 parents may not get the usual 48 hour response to concerns or emails. Mrs Rowett and Mrs Hardy are supporting with other year groups at this time.

We thank you for your understanding, patience and cooperation at this time.

Yours faithfully,

The Pastoral Team