



Heathfield School Ascot

7 June 2017

Dear Form I Parents

Unfortunately our Form I Housemistress Colleyn Beresford is not very well and has been signed off work for the next two weeks while she recovers.

We have organised the following arrangements to cover this unavoidable absence, to ensure that everything runs as normal and that the care of your daughter continues at the usual high standard.

- From Friday morning through to Wednesday morning Liz Curtis, Director of Boarding, will be looking after Form I and will be the point of contact for any queries and/or discussions regarding your daughter. You can contact Liz on 07738 032504 or by email at lcurtis@heathfieldschool.net
- On Wednesday and Thursday your daughter will be looked after by Amina Sidat, one of our Evening Assistants who has been at Heathfield for over eight years and is known to all the girls in the school. You may also contact Alison Brooks, Deputy Head of Boarding who covers Liz Curtis on her days off on 07725 277253; email abrooks@heathfieldschool.net

We will keep you informed should there be any change to this arrangement and I am sure you will join with us in wishing Colleyn a speedy recovery.

Please contact Liz Curtis if you have any questions or concerns, and thank you for your continued support.

With best wishes

Mrs Marina Gardiner Legge
Headmistress