



# THE BURGESS HILL ACADEMY

Station Road, Burgess Hill  
West Sussex, RH15 9EA

Our Ref ASE/ESD

**T: 01444 241691**

**office@theburgesshillacademy.org.uk**  
**www.theburgesshillacademy.org.uk**

Acting Principal: Mr Anthony Snape

17 February 2022

Dear Parent/Carer

What a busy term it has been since starting back after Christmas. We have seen something of a return to more normal practice day-to-day and I have been so pleased to see the rehearsals for our upcoming musical, "Sister Act", get under way with such a gusto and enthusiasm from both students and staff, that it has reminded me how much we have missed having these extra-curricular opportunities for the students and how beneficial they are to students' experiences of school. Look out for performance dates and make sure you get your tickets so that you don't miss out!

At half term, we say farewell to our PA to the Principal, Mrs Setterfield, who has worked at the school for almost 18 years. I just want to say how valuable she has been to the school and how much she will be missed by all the staff. Since a lot of parents contact Mrs Setterfield directly, can I take this opportunity to remind parents how to communicate with us. To communicate regarding a pastoral issue, please contact in the first instance, your child's pastoral lead:

Mrs Crouch, Year 7 Pastoral Lead [h.crouch@theburgesshillacademy.org.uk](mailto:h.crouch@theburgesshillacademy.org.uk)

Mrs Flin, Year 8 Pastoral Lead [e.flin@theburgesshillacademy.org.uk](mailto:e.flin@theburgesshillacademy.org.uk)

Mrs D'Costa, Year 9 Pastoral Lead [n.dcosta@theburgesshillacademy.org.uk](mailto:n.dcosta@theburgesshillacademy.org.uk)

Mrs Randall, Year 10 Pastoral Lead [h.randall@theburgesshillacademy.org.uk](mailto:h.randall@theburgesshillacademy.org.uk)

Ms Howell, Head of Year 11/Years 9-11 Standards Leader [w.howell@theburgesshillacademy.org.uk](mailto:w.howell@theburgesshillacademy.org.uk)

To discuss a subject issue, please contact the class teacher initially, staff email addresses can be found on the website [Meet our team - The Burgess Hill Academy](#).

If you have a general query, please contact [office@theburgesshillacademy.org.uk](mailto:office@theburgesshillacademy.org.uk). Please report absences using [absence@theburgesshillacademy.org.uk](mailto:absence@theburgesshillacademy.org.uk)

Whilst writing, could I please remind you about the importance of the use of regular, twice-weekly lateral flow tests. Students should collect kits to last them over the half term break and should log their results in the normal way [www.gov.uk/report-covid19-result](http://www.gov.uk/report-covid19-result) and also log here [inform academy](#). We suggest that students take a lateral flow test either on the morning of 28 February, or the previous evening. Currently, anyone who has tested positive for Covid-19 can come out of isolation if they take a negative lateral flow on days five and six.

I wish you and your family a happy and safe half-term and look forward to seeing students return on Monday 28 February (week B).

Yours sincerely,

Anthony Snape  
Acting Principal

