



Upper Beeding Primary School

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Head Teacher: Mr M Andrews

23rd June 2026

Dear Parent/Carer

Following the forecast of exceptionally high temperatures this week, we have reviewed our arrangements to ensure the wellbeing and safety of pupils. As a result, we will be operating a shortened school day on **Wednesday and Thursday only**, as will other primary schools in our locality. This has been agreed with our Vice-Chair of Governors.

If you would like to, please collect your child at 1.15pm on Wednesday and Thursday from their classroom door (Mexico and USA are in the Old Building currently). Staff at the classrooms will sign the children out.

If you have booked a place at The Hive on Wednesday and Thursday and you no longer require it as a result of collecting your child at 1.15pm, please let them know.

For pupils who are unable to return home at this time, the school will remain open and supervised until the normal end of the school day (**3.15pm**).

Should the forecast change and temperatures come down to more normal levels before Friday, then of course we will reassess the situation and communicate with you as early as possible about any changes to the above plan.

Having carefully considered the forecast conditions and the likely temperatures within parts of our school building (which is poorly ventilated and south facing), we believe this is the most appropriate course of action to protect the health and wellbeing of our pupils.

Many of our pupils found it challenging in the heat yesterday despite the adaptations staff are making to ensure they keep as cool as possible. Please ensure all children have sun cream applied before school, bring a sun hat to school, bring a refillable water bottle, remain hydrated throughout the day, and wear their PE kit for the rest of the week.

Best wishes

Mr Andrews

