



26 February 2021

Dear Parents,

It gives me great pleasure to write to you regarding your son/daughters return to school after this latest and hopefully last lockdown. In many ways some of the procedures I outline in this letter, whilst not what we ideally would want, do exist to ensure that we do not have to close the school for another lockdown.

I also take great pride in the resilience your child and our staff have shown in this lockdown, before Christmas in school and even further back in the first lockdown. They have attended lessons and engaged with online learning exceptionally well and we are all looking forward to welcoming the pupils back to school. Over the next week we will be reducing the 'live' element of our online learning as we bring staff back into school to prepare for face to face teaching.

As you are aware it has been announced that schools will return to being fully open from the 8th March. As part of this opening process we have been asked to test pupils three times using Lateral Flow Device (LFD) tests. Whilst this is a positive step in keeping pupils and staff safe in school, it is a large undertaking for us to deliver and does mean that we have to make a staggered start to pupils being in school. I am also determined to ensure that once in school, we are able to minimise the disruption a testing regime would have on pupils and staff. We have made huge strides on implementing a positive and productive culture within Hayesbrook since September. Maintaining this remains a key factor in our plans for transition back in to full time teaching in school. To support a smoother start I am requesting that you support your son/daughter attending school next week for the first of these tests, before attending school w/c 8th March for their 2nd test and then return to in school teaching. Please see the tables below for the specific details:

Week Commencing 1st March – in school for LFD test only

Pupils do not need to wear school uniform on the days they are coming to school for testing only.

Year Group	Date	Time to arrive at school
Year 11 – Surname A-M	Wednesday 3 rd March	Between 9am – 10am
Year 11 – Surname N-Z	Wednesday 3 rd March	Between 10am – 11am
Year 12	Wednesday 3 rd March	Between 11.30am – 12.30pm
Year 13	Wednesday 3 rd March	Between 1pm – 2pm
Year 10 – Surname A-M	Thursday 4 th March	Between 9am – 10.30am
Year 10 – Surname N-Z	Thursday 4 th March	Between 10.30am – 12pm
Year 9 – Surname A-M	Thursday 4 th March	Between 1pm – 2.30pm
Year 9 – Surname N-Z	Thursday 4 th March	Between 2.30pm – 4.00pm
Year 8 – Surname A-M	Friday 5 th March	Between 9am – 10.30am
Year 8 – Surname N-Z	Friday 5 th March	Between 10.30am – 12pm
Year 7 – Surname A-M	Friday 5 th March	Between 1pm – 2.30pm
Year 7 – Surname N-Z	Friday 5 th March	Between 2.30pm – 4.00pm

Week Commencing 8th March**Monday 8th March**

Year Group	Time to arrive at school	Details
Year 12 & 13	8.30-10.30	Come to school for test and then go home for remote learning
Year 11	11.00am – 12.30pm	
Year 10	1pm – 3pm	
Year 9 Year 8 Year 7	Key Stage 3 - Remain at home for remote learning	

Tuesday 9th March

Year Group	Time to arrive at school	Detail
Year 12 & 13 Year 11 Year 10	In school for return to face to face teaching - school starts at 8.45am. Full school uniform to be worn	
Year 9	8.30-10.30am	Come to school for test and then go home for remote learning
Year 8	11am-12.30pm	
Year 7	1pm-3pm	

Wednesday 10th March – all students return to school for

Year Group	Time to arrive at school
Year 12 & 13 Year 11 Year 10	Years 10-13 in school - Start of school delayed to 11.15am Full school uniform to be worn
Year 9 Year 8 Year 7	Years 7-9 in school for return to face to face teaching School starts at 8.45am Full school uniform to be worn

Consent for Testing

In previous communications we have asked parents/carers to complete the on-line consent form, indicating whether or not you give permission for your son/daughter to participate in on-site testing. If you are yet to complete the consent form please do so asap. The consent form can be found on the school website [here](#), alternatively a hard copy is attached for your completion. Tests will only be administered where consent has been provided.

Guidance on how to complete the LFD test can be found in the link [here](#). We have also provided a link below to a video demonstration which you may wish to share with your son/daughter ahead of their test so they can know what to expect.

<https://www.youtube.com/watch?v=fLmZYrdkj-E&list=PLvaBZskxS7tzQYIVg7lwH5uxAD9UrSzGJ&index=5>



Operation of School on return:

On our return we will be operating the school as we have done in Terms 1 and 2 from September to December. This will include continued use of Year Group Bubbles and our alternate timings initiated in September. These processes were successful in minimising Covid disruption across Terms 1 and 2 and we are confident that they will continue to minimise risk to staff and pupils. Further to this, as directed by the Government we will be requesting that pupils wear face masks inside classrooms until the Easter holiday. As with our previous requirement to wear masks inside communal areas, exemptions are acknowledged. We will also, following discussions with curriculum leaders, see some specialist teaching areas used across bubbles. Previously this has occurred in Key Stage 4/5, but will now allow some Key Stage 3 access to art and music facilities, with heightened cleaning procedures put in place. I have included the timetable below as a reminder of these timings.

	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
8.45 – 9.45	Lesson						
9.45 – 10.45	Lesson						
10.45 – 11.00	Break	Break	Break	Tutor Time	Tutor Time	Tutor Time	Break
11.00 – 11.15	Tutor Time	Tutor Time	Tutor Time	Break	Break	Break	Tutor Time
11.15 – 12.15	Lesson						
12.15– 12.45	Lunch	Lunch	Lunch	Lesson 12.15- 13.15	Lesson 12.15- 13.15	Lesson 12.15- 13.15	Lunch
13.15 – 13.45	Lesson 12.45- 13.45	Lesson 12.45- 13.45	Lesson 12.45- 13.45				Lunch
	Lesson 13.45 - 14.40	Lesson 13.45 - 14.40	Lesson 13.45 - 14.40	Lesson 13.45 – 14.45	Lesson 13.45 – 14.45	Lesson 13.45 – 14.50	Lesson 13.45 – 14.50

Your continued support and co-operation is much appreciated. Should you have questions relating to the contents of this letter, please do not hesitate to get in touch.

Yours sincerely



Sebastian St John
Head of School

