

2 June 2020

Dear Parents/Carers

I trust that you and your loved ones are keeping well and safe. The warmer weather certainly seems to help lift the spirits, with plenty of long walks and outside exercise being the order of the day over the recent half-term holiday. My purpose in writing this letter is to update you on a number of very important developments that will be coming to fruition over the next few weeks. Please read the contents extremely carefully as there are a number of actions you need to take.

As we approach the end of the school year, I want to reflect on what has been a very challenging time for our young people. I have written in previous communications about Year 11 and how the natural rite of passage to life beyond the school gates has sadly passed them by this year. Please be assured this has not gone unnoticed and as soon as we are able to mark their leaving in the time-honoured way, we will be in touch to organise a celebration. Other year groups have also missed out on important milestones in their time at The Hayfield School. Under normal circumstances, Year 7 would be soon setting up camp on the school field, Year 9 would be embarking on their Pre-Season Training for KS4, whilst the entire school community would be warming up for Sports Day! I fully acknowledge that life has been very difficult for many families and sincerely hope that things will return to normal just as soon as possible.

In the meantime, we must continue to refine and hone our online learning experience for students. I make no apologies for emphasising from the start of the school's closure the importance of wellbeing and the need for our young people to look after their mental health. Our structured approach to promoting engagement through the *Home Learning* section of the website has proved popular and seen extensive usage. Still, we do appreciate that students have missed the day-to-day interaction not only with their peers but their subject teachers. There really is no substitute for live interaction!

OUR NEW APPROACH TO ONLINE LEARNING FROM 8 JUNE 2020

The Department for Education has now set out a "*clear expectation that remote education will continue to be the predominant form of education delivery*" for all year groups, including those students in Year 10.

It is for this reason that from **Monday 8 June** we will be changing the way in which we deliver home learning by utilising the Google Suite for Education. Whilst it is the case that some schools have been using this suite for some time, we have not been in a position to do so prior to this date. Over recent weeks, we have been planning an extensive training programme for our teaching professionals and are now confident that we are in a position to 'go live'.

THE G SUITE FOR EDUCATION

The *G-Suite for Education* offers an exciting vision for the future of home learning. It enables staff to plan and deliver lessons that reflect our Big Picture, with a facility to 'meet and greet', engage students from the outset with a *Brain in Gear* activity and to interact through online chat in real time thus providing formative feedback. Of course, we fully expect there to be some frustrations along the way and would ask that you are patient as inevitably there will be some hitches. We will be establishing a Helpline that parents/carers and students may call to assist with any problems with accessing the work. In addition, we

will be providing online training materials to help you support your child should they experience any difficulties. It is reassuring to note, however, that a large number of our students are already expert in *Google Classroom*, as it is extensively used in Geography and Science.

In order for this plan to work, it is essential we have a full appreciation of the technological barriers faced by all of our students. **For this reason, we are asking that parents/carers of children in Years 7-10 complete an online survey no later than 3.00 pm, Thursday 4 June.** The results of the survey will be vital in helping us to launch *Google Classroom* on Monday 8 June.

PHASED RETURN TO SCHOOL FOR YEAR 10 ONLY

In addition, the survey asks a number of other very important questions linked to our Year 10 cohort. It is absolutely essential if you have a child in Year 10 that these sections of the survey are also completed. **These results will help us to plan a phased reopening of the school for Year 10 students only from Monday 15 June.** Many of you will be aware that the Secretary of State for Education, Gavin Williamson, has set out the expectation that Year 10 students receive face-to-face support from that point onwards. Schools have been given the flexibility to decide how this is organised in order to suit their circumstances. Schools have been instructed not to have more than 25% of Year 10 students in school at any one time. For us this means we can have up to **42 students in school each day**. They will be divided into groups with no more than 10 students in each. They will stay together as a group all day based in the same classroom. They will follow their normal school timetable on *Google Classrooms*. Each lesson will be supervised by a different teacher with a different subject expertise. In addition, they will have an opportunity to discuss their academic progress and wellbeing with a member of staff.

In order to ensure we are best able to plan our way ahead, we need to know how many Year 10 students to expect from 15 June. **It is for this reason that you need to complete the survey.** We will communicate with families after 4 June which day your child has been allocated.

Please rest assured that we have a very robust risk assessment in place that will be continuously reviewed. If your child does return to school it will be for one day per week. Normal school uniform rules apply but students are not required to wear a blazer or tie. Social distancing will apply.

Timetable updates

Years 7, 8 and 10

For the majority of students in these year groups there will have been no changes. However, there have been some subtle changes for a few students due to staffing developments. Therefore, please ask your child to check their timetable and make a note of any minor changes.

Year 9

All Year 9 timetables have undergone major changes in line with the subject option choices that were made earlier this year. We have introduced independent study slots for each of the subject choices that were made for Option A, Option B and Option C. A new period 6 that will run between 15:00 and 16:00 has also been introduced for Year 9 on a Tuesday, Wednesday and Thursday. During the period 6 slot, students will be briefed by their subject teacher for the option subject that they have chosen. During this briefing, the students will receive approximately 3 hours worth of work to complete during their independent study

slots. Subject briefings will occur for Option A subjects on a Tuesday, Option B subjects on a Wednesday and Option C subjects on a Thursday. The students will be able to identify on their timetables what option subjects and teachers they have allocated by looking at the new P6 slot. Given the nature of these changes, all Year 9 students must thoroughly check their new timetables and make a note of their independent study slots for their option based subjects.

Checking student timetables

Student timetables can be checked using the SIMS Parent App. We would like you to ensure that you have allowed your child to access the SIMS Parent App so that they may review and make a note of their updated timetables.

If you have not yet registered with the SIMS Parent App or require support in its use, please email simsparent@thehayfieldschool.co.uk

Student Expectations for Using Google Classrooms

These will be sent out by 5 June.

Survey to be completed by ALL parents before Thursday 4 June 3.00 pm

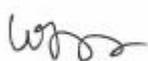
The survey goes into more detail about arrangements, transport, lunches.

The survey is for students in years 7, 8, 9 and 10, if you have more than one child you only need to complete it once. Please find the link to the survey below:

<https://forms.gle/o3ZXRJdD84DALftC7>

Of course, we are looking forward to welcoming back all of our students once restrictions are further lifted. On this, we will keep you posted. In the meantime, we want to be totally transparent about both our plans for the way ahead and the challenges we face. I know that these have been extremely difficult times for everyone and would like to thank you for being patient and understanding as we have sought to find the best route through for our school and context. We remain extremely proud of our young people whom we know have been working incredibly hard. Thank you!

Yours faithfully



Lisa Fox
Headteacher