



Tuesday, 02 June 2020

Dear Parents/Carers,

I hope you and your families are keeping safe and well. I wanted to write to you to update you on our plans for each year group as we enter the last part of our summer term.

### **Year 6**

Just in case you have any younger children joining us next September or know families in this situation, I thought it would be worth letting you know our plans. We have been working hard in the background with the Headteachers and year 6 teachers in our feeder primary schools to make sure we have all the information we need.

Parents of year 6 should have already received a letter from me and a request for some information. Shortly parents will receive the Hazel Wood welcome booklet and an invite to a virtual tour of Hazel Wood High School. If we can achieve it with the help of the primaries, we are also hoping to have 'virtual' meetings with year 6 students and our year 7 staff team. Whilst we will not be holding any face to face transition days or evenings for year 6 and their parents we hope to dedicate at least two full days in September to just having year 6/7 in school to give them a really good introduction to high school life without other year groups in the building. We also plan to hold some separate events for parents to ease them into high school life early in September!

### **Year 7-9**

Obviously, the government's announcement means that all other year groups will not return before September 2020 and remote teaching and learning will continue. I have attached to the end of this letter what you can expect and everybody's role in this continued situation of remote teaching and learning.

All families with students in this year group will also receive at least one phone call in the next six weeks from key staff to check on everyone's wellbeing, update contact details and check how they are getting on with work.

### **Year 10**

I wrote to year 10 pupils and parents on the 18<sup>th</sup> May with an outline plan of how we could achieve safe, face to face sessions in school. We still intend to invite all of year 10 students into school for a face to face session with all of their teachers, it means they will attend six 90-minute sessions before we finish in the 17<sup>th</sup> July.

I will send a more detailed booklet out later this week and hopefully attach a video to our website that will give more details about our face to face sessions and then you can decide if your son/daughter will attend these sessions. Although attendance is not compulsory, we hope all our students attend (if well enough to do so) so that we can try to make sure we close the gap in learning created by this crisis.

All families with students in this year group will also receive 2 -3 phone calls in the next six weeks from your child's mentor to check on everyone's wellbeing, update contact details and check how they are getting on with work.



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Headteacher: Paul Greenhalgh

## **Year 11**

Year 11 are still very much in our thoughts and we are doing our best to ensure they remain engaged with study and life and also with preparation for next steps. There is transition information and resources for Year 11 on our website. We are advising Year 11 students to use their KS5 Pre-reading lists to begin reading around their chosen subjects.

All families with students in this year group will also receive at least one phone call in the next six weeks from key staff to check on everyone's wellbeing and arrangements for September 2020.

## **What About September 2020?**

Whilst a lot is still uncertain, we still make plans and currently our thoughts and planning for the re-integration of students is being broken down into three phases.

### **Phase One (June-July 2020)**

- A staggered re-entry for Y10 later this term to ensure social distancing can be maintained at all times; timings of the school day will also be staggered and only a basic amount of curriculum time will be delivered across subjects.
- Maintaining provision for vulnerable children/key workers' children on the school site from all year groups.
- Continued remote teaching and learning provision for all students in current Y7,8,9 and 10 will be provided and bridging tasks, as far as possible for the current Y11 going on to further study, will also continue.

### **Phase Two (Sept-Dec 2020)**

We think there may be re-entry for all year groups from September but this could still mean a phasing-in of students a year group at a time. How this will be phased in, what the day will look like in terms of academic work but also pastoral support and wellbeing time needs to be finalised;

### **Phase Three (Jan 2021 onwards):**

In this stage we will be looking to whether we are in a position to return to a normal timetable/school day from January 2021 building on Government directives nearer the time.

I hope this information goes some way to informing you of our plans and reassuring you that we are doing everything we can to make sure we continue to provide a quality education for all our students in these demanding circumstances. Please do let us know if there is anything we can do better or if there is anything you need more information on. We are in this together and we want to make sure we all come through this in the best position we can.

For those students eligible for Free School Meals these will continue to be issued through Edenred unless we advise differently. We will, of course, continue to communicate with you throughout the next few weeks and months with any updates or confirmed arrangements. Please continue to check our website and newsletters as these are updated regularly. We also have a Facebook page as a means to share updates with our pupils, parents and the community. Should you need to contact school please do so through the school telephone or email address (is within the footer of this letter) as these are monitored and we will be glad to assist with any queries you may have.

Yours Sincerely,



Mr P. Greenhalgh  
Headteacher



### **Setting and Completing Student work during school closure.**

All teachers set work for all of their pupils on SatchelOne. ([www.Satchelone.com](http://www.Satchelone.com)). Tasks will be set each week on or before the Monday of that week. Tasks will be made up of a mixture of;

- On-line self-assessed learning such as SENECA learning, Hegarty Maths, Kerboodle and SatchelOne quizzes.
- Tasks where pupils need to complete a worksheet or open-ended task which can be done either electronically or on paper (pupils can use their homework knowledge organiser exercise book).

For those students with no internet access, a three-week work pack will be made available for collection from the school's reception. Please adhere to social distancing measures when approaching school and the main reception area.

### **Marking and Feedback**

For all students with internet access:

1. Teacher's will request pupils to submit at least one piece of work per week via SatchelOne OR email to their class teacher.
2. Teachers are expected to therefore respond at least once per week to students with a grade f 1-4 and if appropriate comments on what went well and what could improve the work.
3. Pupils Will check their SatchelOne and Emails once a day
4. Pupils Will complete work set and submit at least one piece of work per week to each subject teacher through SatchelOne. If this is not possible then emailed to their teacher.
5. Pupils Will read any feedback given by the teacher and act upon this in the next piece of work.

For all students without internet access:

- Students will complete the work on paper and submit the pack of work at the end of the three-week period to the main reception at school when collecting the next pack.
- Teachers will collect their work and then mark all the work submitted within the next three weeks ready to return to the student at the next submission date.
- All work needs to be clearly labelled with the student and the teachers name

Parents will...

- Support their children in accessing and completing the work
- Contact school if there are any issues with accessing or completing the work or if they need support or to request feedback

### **Communications**

- Teachers are not expected to email individual pupils asking for work which has not been submitted.
- Parents will NOT be bombarded with emails or phone calls if students are not completing tasks. Where there is numerous concerns teaching staff will pass these onto the students form tutor or year 10 mentor and they will have this discussion with parents once a week



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