



Thursday 15<sup>th</sup> June 2023

Dear Parent/Guardian,

**Re: Changes to school arrangements – June 2023**

At Hazel Wood we are always looking to improve everything we do; Therefore, I am writing to inform you of some of the things we are going to change, these things have come to us from speaking with students, staff and parents and we hope they will improve standards and benefit learning.

**1. Changes to break and lunch arrangements**

Parents and carers should be aware that we are making changes to break and lunch arrangements. This will mean that all year groups remaining in the school (Years 7 to 10) will share one break and one lunchtime with staggered timings to ensure a smooth flow through the canteen. We believe this will be hugely beneficial as it allows less transitions through the day, more opportunities for lunch activities and no disruption to lessons that come with a split lunch. The changes to break and lunch do not affect school's start and end time which remain the same. Students should still arrive at school no later than 8.50am, and to be in the morning line up for 8.55am prompt. School will still finish at 3.15pm.

Time	Session
8.40	<b>Student gates open for the start of the school day</b>
8.55 - 9.25	<b>Period 1</b> <i>Line up and morning meeting</i>
9.25 -10.25	<b>Period 2</b>
10.25 - 11.25	<b>Period 3</b>
11.25 - 11.40	Morning break
11.40 - 12.40	<b>Period 4</b>
12.40 - 13.40	<b>Period 5</b>
13.40 - 14.10	Lunch
14.10 - 14.15	Afternoon Line up
14.15 - 15.15	<b>Period 6</b>
15.15 - 16.00	<b>Session 7</b> <i>for all Year 10 pupils</i>

Headteacher: Mr Paul Greenhalgh

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**Hazel Wood**  
High School

Respect Responsibility Aspiration

## 2. Same day corrections

We will be operating a same-day P Point correction system. This means that for the vast majority of students, the correction after school will be served on the same day the P Point was given by staff. This change is made in response to parental and student feedback and should avoid P Points 'rolling over' to the next day. This will ensure a fresh start for all students the following day to uphold our school values more successfully. Parents will be informed of their child's P Point correction via text message between 2.45 and 3.00pm daily. We also hope to phone parents immediately that evening if their son/daughter does not attend their correction. Parents will be informed by 4.15pm via a phone call of any serious breaches of school rules and standards (Red Line Serious) that will require time in the school Reflect centre the following day/s.

## 3. Academic achievement evening

This year we will run our first Hazel Wood Academic achievement evening and will be inviting students who have been nominated as the best and most hard-working students in all subject areas, as well as some very special prizes. This year we will be running this in the school on Thursday 13<sup>th</sup> July and will be inviting 120 guests. Invites and further information will be shared in due course for those nominated.

The following changes we be piloted from **Monday 19<sup>th</sup> June 2023** to the end of term, and we will evaluate their success before we adopt them full time from September 2023.

Yours faithfully,

Mr P. Groves  
**Deputy Headteacher**

Headteacher: Mr Paul Greenhalgh

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