

Tuesday, 14 July 2020

Dear Parent or Carer,

As you may already know there is an expectation that students will be back in school full time in September. We are excited to be welcoming back every member of the Heron Hall family but as I am sure you appreciate these are unprecedented times and it will mean that there will be a number of changes to how the school and the school day will operate. We also understand that many of you may be apprehensive about sending your child back to school and we hope that this letter will support you in knowing that we are doing everything we can to ensure that it is safe to do so.

### **Return to School Date in September**

We will be returning to school in a staggered manner across the week beginning 7<sup>th</sup> September. Please pay close attention to the dates that students are expected back in school on the table below. Any absence from that date forwards will be marked as an unauthorised absence unless prearranged with the school.

Date	Year Group in School
7-8 <sup>th</sup> September (Monday & Tuesday)	Year 7 only
9 <sup>th</sup> September (Wednesday)	Year 7 & Year 10
10 <sup>th</sup> September (Thursday)	Year 7, Year 10 and Year 9
11 <sup>th</sup> September (Friday)	Year 7, Year 10, Year 9 and Year 8
14 <sup>th</sup> September	All Year Groups In School

### **Arrival and Exit Times from School**

As you will understand the arrival and exit from the school are two of the points where there is the potential for the largest number of students to come into contact with each other. We have therefore decided to stagger the entry and exit from the school. This will mean that we will use both entrances and exits and students will be staggered in their arrival and leaving times. We need to stress that **the school gates will be locked until 8:15am** and students will not be allowed in before this time. Students need to aim to arrive **5 minutes before** their Period 1 start time.

We also need to remind parents that Queensway has limited parking and there is not access to Belling Crescent and Ediswan way for parents at Heron Hall. We recommend that parents who wish to park and wait for students use the Tesco Car Park to do so. The entry and exit times for students can be found below:



Year Group	Start of Period 1	Exit Time	Entry & Exit From School
11	8:30am	3:10pm	Main Gate
7	8:40am	3:30pm	Entry through Main Gate / Exit through Belling Crescent
10	8:40am	3:10pm	Belling Crescent
9	9:00am	3:30pm	Main Gate
8	9:00am	3:20pm	Belling Crescent

### **Hand Sanitising**

Students will be expected to sanitise their hands upon entry to the building and will also be provided with space to sanitise their hands outside of classrooms on a regular basis.

### **Student Rooming Within the Building**

Students across the year groups will be placed in separate part of the building to ensure that we can operate year group bubbles. No other student from other year groups will be able to access these areas and each part of the school will have dedicated toilets for that year group. By isolating each year group separately and ensure minimal contact we are able to open the school to all year groups each day.

It is important that students adhere to these rules of not coming in to contact with students in other bubbles during the school day. We have been advised by the government that if one student in a year group has a confirmed case of Covid-19 this will result in the entire bubble, potentially the entire year group, having to go into lock down for 14 days. This is something we want to avoid and therefore any student caught not following these health and safety rules will be dealt with through the behaviour policy.

### **Lessons from September**

Students in Year 7 and 8 will undertake all of their lessons in form groups. This allows us to limit the size of their bubbles to a maximum of 30 students. They will be taught all of the subjects in the curriculum but some of these subjects will need to be theoretical (e.g. music/art/drama) rather than practical for the first few weeks of term.

Students in Year 9 -11 will study their option subjects within their allocated areas of the school. Students in Year 10 will have access to facilities in the vast majority of their subjects with students in Year 11 having access to all of the science and technology facilities that they will need to support them with their exams.

### **PE Kit and Uniform**

Due to restrictions around changing rooms and facilities it will not be possible for all students to use the changing facilities before PE. In order to ensure that students still have access to PE while we are following these new procedures students can wear PE Kit on the days that they have PE. On all other days students must follow normal uniform rules and wear the correct school uniform including shoes. Please be advised that this is a temporary measure and if behaviour deteriorates it will be removed.



### **Social Times & Canteen Access**

All of the students at Heron Hall will be provided access to their full lunch time facilities. Lunch times will be staggered with some students eating earlier or later than others in order to ensure that all students have time to eat. When a year group is in the canteen/main hall all students from that year group will be with them even if they are not eating. Students can still bring a packed lunch rather than buying food at school and all students on Free School Meals will continue to receive these

In order to minimise queuing and therefore avoid contact between students we will be closing the canteen facilities at break time. Therefore, students will not be able to purchase food at break and **will only be able to purchase food at lunch time.**

### **Zoom Meeting on New School Operation**

I realise that this is a lot of information to take in and you may have questions about how the school will operate in September. We will be offering a chance to speak with myself and members of the School Leadership Team in order to talk through the proposals on **Friday 17<sup>th</sup> July at 1:30pm**. The meeting will take place via Zoom and the log on details are as follows:

Meeting ID: 359 814 3122

Meeting Password: 192779

Should you be unable to attend the meeting but have questions send them to [office.heron@CHAT-EDU.org.uk](mailto:office.heron@CHAT-EDU.org.uk).

I look forward to working with you and your students moving forwards and we appreciate your support during these unprecedented times.

Yours Sincerely,



Mr. A. Barzey  
Head Teacher  
Heron Hall Academy



### Summary of the New Day

	7	8	9	10	11
8.30					Arrive Main Gate
8.40 Lesson 1	Arrive Main Gate Year 7 Playground			Arrive Belling Crescent MUGA	Lesson 1 8.30am
8.50	Lesson 1			Lesson 1	
9.00		Arrive Belling Crescent Year 7 Playground	Arrive Main Gate MUGA		
9.10am		Lesson 1	Lesson 1		
9.45am – 10.50am Lesson 2	Lesson 2	Lesson 2	Lesson 2	Lesson 2	Lesson 2
10.50am – 11.05am break	MUGA break time	Lesson 3 starts	Lesson 3 starts	Lesson 3 starts	Lesson 3 starts
11.10- 11.25am	Lesson 3 starts	Year 7 Playground break time		MUGA break time	
11.30- 11.45am		Lesson 3	Year 7 Playground break time	Lesson 3	MUGA Break time
11.10 – 12.15pm			Lesson 3		Lesson 3
12.15pm – 1.20pm Lesson 4	Period 4 Ends at 1pm	Start lunch canteen then Year 7 playground time	Period 4	Start lunch main hall then area around the MUGA	Lesson 4
1pm – 1.20pm	Start lunch Canteen to being then in MUGA	Period 4		Period 4	
1.20pm – 2.05pm Lunch time			Start lunch Canteen then Year 7 playground time		Start lunch main hall then area around the MUGA
2.05pm – 3.10pm Lesson 5	Lesson 5	Lesson 5	Lesson 5	Lesson 5	Lesson 5
3.10 Tutor Time	Tutor Time	Tutor Time ( <i>One day a week P5 ends early for Assembly</i> )	Tutor Time	Dismissal Belling Crescent	Dismissal Main Gate
3.20		Dismissal Belling Crescent			
3.30pm	Dismissal Belling Crescent		Dismissal Main Gate		
	7	8	9	10	11

