

22nd July 2020

Dear Parent/Carer,

RE: September 2020

Following months of uncertainty and doubt about schools, the British government have made it clear that every student is expected to attend school full time from September and whilst most students will be returning to a familiar environment, your child will be embarking on a new journey with us!

We are very excited to be welcoming back every member of the Heron Hall Academy family but as you can imagine, we have had to make several changes to the way the school operates and the way that the school day is structured.

We understand that you and your child may be feeling anxious about returning to school but I hope that the guidelines below help you to feel calm and safe to do so.

As always, if you have any questions, concerns or require additional information, please do not hesitate to get in touch. We also have a [Transition section](#) on our website with a lot of resources to give you an insight into life at Heron Hall Academy.

Return to School Date in September

We will have a staggered start to the academic year, the week beginning 7th September 2020. 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 th September (Monday & Tuesday)	Year 7 only
9 th September (Wednesday)	Year 7 & Year 10
10 th September (Thursday)	Year 7, Year 10 and Year 9
11 th September (Friday)	Year 7, Year 10, Year 9 and Year 8
14 th September	All Year Groups In School

Arrival and Exit Times from School

To reduce unnecessary crowding and contact at the school gates, we have decided to assign different start and finish times to the year groups. For now, **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.



Additionally, we must also remind parents that Queensway has limited roadside parking and there is no 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 parts 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 ensuring 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 into 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.

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 lunchtime 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.**

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					
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





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