



25th February 2021

Dear Parent/Carer

We hope you are all safe and well. Although the online learning has been a real success, I am sure our students are ready to return to school and continue with face-to-face learning. We are really looking forward to welcoming students back from the 8th March.

You will be receiving a separate communication regarding the testing process for your child's return, it is very important that you read the letter as it will detail when your son/daughter will be tested and confirm when they are returning to school.

The information below should remind you of our key routines and procedures to ensure we can make a smooth and safe return.

Uniform

Students must return to school in full uniform – please refer to the uniform guide on the Academy website - [The Hazeley Academy - Uniform \(Years 7 to 11\)](#). There will be a continued focus on ventilation within all rooms in the school, with all windows being open to support this, so please think carefully about additional layers on colder days. Students will be able to wear a coat in the classroom at the teacher's discretion. You will have received a communication regarding uniform click and collect (the possibility to donate and swap uniform if it is now too small).

Masks

Facemasks must now be worn at all times in school. Obviously, students will need to remove their mask to eat at break or lunch time, but they will be expected to replace it as soon as they have finished. **We recommend that they have two masks with them each day**, to support having to wear it at all times. Please could they be provided with a small sandwich style bag to put their mask in when they have to remove it for eating/drinking.

Additional Routines

Students should still **maintain social distancing as much as possible**. During break, lunch and travelling to and from school, students are to avoid being within 1 metre of others. We know that when students first see friends on their return, they may wish to give them a hug/shake hands etc but they should please avoid unnecessary contact.

We will continue to use our track and trace system so students will need to be prepared to identify 'close contacts' they may have had each day. They will need to do this for all lessons, break and lunch time.



Timings of the Day

All lesson times will revert to the original time slots as before the latest lockdown.

	Year 7	Year 8	Year 9	Year 10	Year 11
8.30-8.45	8.35 Enter by A corridor	8.35 Enter by G corridor	8.35 Enter by E corridor	Canteen	Sports Hall
Tutor Time	8.35 -9.00 Form time	8.35 -9.00 Form time	8.35 -9.00 Form time	9.00 Enter by E corridor	9.00 Enter by Canteen
Lesson 1	9.05-10.10 Lesson 1	9.05-10.10 Lesson 1	9.05-10.10 Lesson 1	9.05-10.10 Lesson 1	9.05-10.10 Lesson 1
Lesson 2	10.10-11.30 Lesson 2	10.10-11.30 Lesson 2	10.10-11.30 Lesson 2	10.10-11.30 Lesson 2	10.10-11.30 Lesson 2
Break time	10.15-10.30 Break	10.45 - 11.00 Break	10.30 - 10.45 Break	11.00- 11.15 Break	11.15- 11.30 Break
Lesson 3	11.30 - 12.35 Lesson 3	11.30 - 12.35 Lesson 3	11.30 - 12.35 Lesson 3	11.30 - 12.35 Lesson 3	11.30 - 12.35 Lesson 3
Lesson 4 and Lunch	12.00-12.35 Lunch	12.35 - 14.15 Lesson 4	12.25 - 12.55 Lunch	12.35 - 14.15 Lesson 4	12.35 - 14.15 Lesson 4
	12.35 - 13.05 Reading/ Prep time	12.55- 13.25 Lunch	12.35- 14.15 Lesson 4	13.25 - 13.55 Lunch	13.55-14.25 Lunch
	13.05 - 14.15 Lesson 4				
Lesson 5	14.15 - 15.15 Lesson 5	14.15 - 15.15 Lesson 5	14.15 - 15.15 Lesson 5	14.15 - 15.15 Lesson 5	14.15 - 15.15 Lesson 5
	15. 15 Leave via A corridor	15. 15 Leave via G corridor	15. 15 Leave via E corridor or canteen	15.15 -15.40 Form time	15.15 -15.40 Form time

Extra-curricular clubs

Extra-curricular activities will start week commencing 15th March for sport activities only and after the Easter break for all other clubs. By taking part in extra-curricular activities, students have opportunities to build long-lasting friendships and connections, gain transferable skills such as communication, teamwork, organisation, problem solving and time management and build confidence and character. All details of the new timetable for extra-curricular will be released week commencing 8th March for sports activities and all other enrichments in week commencing 22nd March. Please do not hesitate to contact lmckenzie@thehazeleyacademy.com with any questions.



Support

The last few months have been a difficult time for lots of people and there will likely be some anxiety before returning to school. We have a team of people on hand to help your child should they need support. It's important to remind students that they should not be afraid to talk to their form tutor, R2L, Progress Leader or a subject teacher if they feel in need of additional support. We are all here to help. Please also use worried@thehazeleyacademy.com if you or your child do have any concerns or worries.

If you have any questions on any of the above, please do not hesitate to contact me -
omortimer@thehazeleyacademy.com

I look forward to seeing students back in school in a little over a week. Our focus will be to settle into the routine of school, following all the necessary safety measures, and get back to learning to the best of our ability.

Kind Regards

Mr Mortimer