



# HAYES SCHOOL

Principal: Mr S J Whittle M.A. (Cantab), P.G.C.E. NPQH

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Our ref: sla/jlf/academic tutoring day

20th September 2023

Dear Parents and Carers

## Re: Academic Tutoring Morning - Friday 6<sup>th</sup> October 2023

This year, as part of our ongoing commitment to high-quality tutoring and supporting every student to achieve their full potential, academically and pastorally, we have taken the decision to introduce an Academic Tutoring Morning on Friday 6<sup>th</sup> October 2023, in common with many other schools.

On this day, typical lessons will be suspended and students will complete remote learning from home independently during periods one to four as well as attending school during this time for their individual appointment. In the coming weeks students in all year groups (Years 7-13) will be advised of a time and location for their 1:1 appointment with a member of staff; for the vast majority of our students, this will be with their form tutor.

Please note, we have traditionally implemented an early closure on this day (at lunchtime) in support of the preparations for our Open Morning on Saturday 7<sup>th</sup> October.

Friday 6 <sup>th</sup> October		
	Periods 1-4	Period 5
Years 7 - 13	Students complete remote learning set on Satchel One at home  and  Students attend their 1:1 mentoring appointment in school at their designated time with their tutor/named staff member	Early closure of school in preparation for Open Day on Saturday 7 <sup>th</sup> October  Students at home.  There will be no remote learning or appointments at this time.

During their time in school, students will complete a self-reflection and prepare for an individual appointment with a member of staff lasting approximately 10 minutes. They will be encouraged to reflect on their progress so far this year, their goals (considering academic, pastoral and enrichment aspects of school life) and to set targets for the year ahead. Alongside these targets, they will also be



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asked to consider what further support they may need from the school or home, which we will communicate to you subsequently. Students will be in school for approximately 30 minutes on this day. Following their appointment, students will be free to sign out and leave the school to return home and resume remote learning.

Any student who does not attend their appointment on that day will need to complete their appointment at another time, likely to be after school, and will be given an unauthorised absence for the day unless there is a justifiable reason for their absence from school.

We plan to build in further opportunities over the course of the academic year for students to reflect on their progress in achieving the targets they have set for themselves.

#### Additional information

If your child is entitled to receive free school meals, you can request a packed lunch from school by completing [this form](#). Lunches will be available for collection by your child from the Restaurant during the morning.

If you cannot make alternative arrangements for your child to work from home during the morning, we will have limited capacity within school to accommodate children and provide supervision for the completion of online remote learning tasks. Please complete [this form](#) by Monday 2<sup>nd</sup> October.

We hope that all students will see the morning as a positive opportunity for them to reflect on their learning, progress and achievements and also for them to take a leading role in determining what this academic year will look like for them. We very much look forward to speaking with students on an individual basis and to supporting them to have a successful school year.

Many thanks for your support with the arrangements for this day.

Yours Sincerely



Mrs S Arney  
Assistant Principal



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