

The Harefield Academy

Achievement through Active Learning

Northwood Way, Harefield, Uxbridge, Middlesex, UB9 6ET

T: 01895 822108 F: 01895 822414 E: info@theharefieldacademy.org

W: www.theharefieldacademy.org

Headteacher: Tash Hurtado BA PGCE



23rd February 2021

Update following the Prime Minister's announcement regarding the reopening of schools.

Dear Parents/Carers,

We are delighted to have now received confirmation that schools are re opening for all students from 8th March 2021. This is positive news and we very much look forward to welcoming back our students.

Please see [here](#) the link to the full announcement. In line with this guidance there are 2 additional measures in place to support the safe return of students above those we have already put in place:

- 1) Students and staff will be required to wear face coverings at all times indoors, including lessons. For students who are exempt from this expectation, please email Mrs Monaghan pmonaghan@theharefieldacademy.org who will require supporting evidence. Face coverings will not be required during physical activity, whilst eating or in outdoor spaces.
- 2) Students are to be offered 3 lateral flow tests in advance of their return to school and will then be provided with 2 home tests weekly to ensure that the community remains Covid-free.

Further to my previous correspondence in January, I am re-sending home the consent form and associated information regarding mass testing on site using lateral flow devices in order for us to complete the initial 3 tests. Many thanks for all those who have already returned the consent forms in order that we can maximise our efforts to reduce transmission of Covid-19 in the school community. We have also now added the consent form as an electronic form on google to make completion easier. Please use this [link](#).

Please find attached with this letter:

- A privacy notice.
- A FAQ document regarding data protection.
- A paper copy of the consent form should you wish to use this rather than google forms.

Please be reassured that our testing area has been set up following all government and NHS guidance, in line with a detailed risk assessment and subject to a full certified training programme for all staff involved in administering and recording test results.

We would request that consent forms are returned as soon as possible via the link, via email to ldonnelly@theharefieldacademy.org or if preferred paper copies can be brought to the first test.

Please follow this [link](#) to book your child's tests on the days allocated to their year group. Students will need to head to our Boarding House facility where the testing centre has been set up, arriving 5 minutes before their scheduled time. Staff will be on hand to support with the registration process and an explanation of how to administer the test. If you intend to escort your child for the tests taking place between the 26th of February and the 5th of March, please feel free to use the car park but we ask that you remain in the car whilst your child enters the test site. For each test, results will be received via text/email from the NHS on the same day. The result will be read within half an hour and the school will contact you directly in the event of a positive result being recorded.

May I take this opportunity to remind you that whilst testing is not compulsory, the greater number of students who participate, the better we can maintain an infection free working environment. I hope you will also find it reassuring to know on a weekly basis that your child has been tested to also protect those in the family home.

Please refer to the dates below for when to your child will be offered each test. You will need to book in those up to an including 5th March. Those scheduled from 8th March will be managed by school staff escorting those students who have consent to the test centre during the working day. Please note, government guidance stipulates that one completed negative test is required in order for students to return to school so full attendance is expected from 8th March by which time students will have had either 1 or 2 tests, dependent on year group. The tests need to be taken 3-5 days apart so students must stick to their allocated schedule. Part of the purpose of the onsite testing is to ensure that students are supported in understanding how to administer the test so that once tests are sent home, they are familiar with the process.

Friday 26th February – Year 11 and Year 13 Test 1
 Monday 1st March – Year 10 and Year 12 Test 1
 Tuesday 2nd March – Year 7 and Year 8 Test 1
 Wednesday 3rd March – Year 11 and Year 13 Test 2
 Thursday 4th March - Year 9 Test 1 and Year 10 Test 2
 Friday 5th March – Year 12, Year 7, and Year 8 Test 2

Monday 8th March - Year 11 and Year 13 Test 3
 Tuesday 9th March – Year 9 Test 2, Year 10 Test 3
 Wednesday 10th March – Year 12, Year 7, and Year 8 Test 3
 Friday 12th March – Year 9 Test 3

Please find below a reminder of the school day timings which will operate for the remainder of this year. We very much hope and expect to remove the staggering and have a single timetable from September 2021.

	Years 7-9	Years 10-13
08.15-09.05	Lesson 1	
09.05-09.55	Lesson 2	Lesson 1
09.55-10.20	Tutor	Lesson 2
10.20-10.45	break	
10.45-11.10	Lesson 3	Tutor
11.10-11.35		break
11.35-12.25	Lesson 4	Lesson 3
12.25-12.50	Break	Lesson 4
12.50-13.15	Lesson 5	
13.15-13.40		break
13.40-14.30	Lesson 6	Lesson 5
14.30-15.20		Lesson 6

Please be reminded that full school uniform is expected when students return and that they should ensure they wear both the school jumper and blazer whilst the weather is cooler. We are required to keep windows open as a risk measure to maximise ventilation and as such classrooms can be quite fresh. Students are not permitted to wear coats or alternative jumpers in lieu of acceptable layers of school wear. It remains the case that PE kit should be worn to school on the days where PE is timetabled as changing rooms remain out of bounds.

We are delighted that students are returning to full time face to face learning on 8th March but must reiterate that this is the only area of society opening back up on this date. Students are still not permitted to socialise in public and must ensure that they follow all social distancing guidelines on their commute to school. We thank you for your continued support in reinforcing these important messages.

If you have any questions or concerns about any elements of the return to school, do please contact us via your child's Student Manager or Head of Year in the first instance.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tash Hurtado', with a stylized flourish at the end.

Tash Hurtado, Headteacher