



The Hayfield School

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17 May 2024

Dear Parent/Carer

**Re: Year 11 Attendance at School from Monday 20 May 2024**

Our Year 11 students have really impressed us so far with their conduct in exams and commitment to lessons and masterclasses. We do however recognise that some students may prefer to revise at home and come in only for exams and masterclasses. To facilitate this, we have decided to allow students the freedom to attend sessions as they choose from Monday 20 May 2024. We strongly recommend that students attend whole school days and the masterclasses as this has been proven successful over many years.

Please respect that we must have secure safeguarding protocols and therefore we need to put the following non-negotiables in place from Monday 20 May 2024:

- All Year 11 students must sign in and out electronically via main reception so that we can maintain an accurate fire register.
- Students will not be permitted to leave the building and re-enter again as we simply do not have the capacity to manage this from a safeguarding perspective e.g. not allowed to leave and go to the shops and sign back in.
- If there are two exams, one in the morning and one in the afternoon then they will need to be registered and on site all day.

We hope that students who opt to work at home do so productively and safely and must not be out and about in the community during school hours unless travelling to and from school.

We would like to thank parents and carers for their support so far and we look forward to celebrating all of the hard work at the upcoming Leavers' Assembly and Evening Celebration Event.

Yours faithfully

Mr R Huddart  
Deputy Headteacher