



HAYES SCHOOL

West Common Road, Hayes, Kent, BR2 7DB

Executive Headteacher: Mr S J Whittle M.A. (Cantab), NPQH

Head of School: Miss C A Thompson BEd (Hons), M.A. NPQH

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Ref: DHH/jmh/office/dhh/academictutoring

20th September 2024

Dear Parents/Carers

Re: Academic Tutoring Morning- Friday 4th October 2024

Following the success of our inaugural Academic Tutoring program which took place last year, we have taken the decision to launch our Academic Tutoring program for this year on Friday, 4th October 2024. We firmly believe that this program increases the self-efficacy of our students and places us in a stronger position to support them, both academically and pastorally. This day would traditionally have been a half-day due to the early closure ahead of Open Morning, on Saturday 5th October, in order to give staff time to prepare the school site for the visitors on the Saturday morning.

On October 4th typical lessons will be suspended and students will complete remote learning for periods one to four. Each student across Years 7 to 13 will be given a time to arrive into school that day for a 1:1 appointment with a member of staff; for the vast majority of our students, this will be with their Form Tutors.

Friday 4 th 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 5 th October Students at home. There will be no remote learning or appointments at this time.



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Within their time at school that morning students will have the opportunity to prepare for their individual appointment, which will last approximately 10 minutes. They will be encouraged to reflect on their progress so far, what they would wish to achieve this year (considering academic, pastoral and enrichment aspects of school life) and to set targets for the year ahead. Alongside these targets, they will also articulate what further support they would benefit from their parents/carers, which will be communicated back to yourselves after the day. 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. We plan to build in further opportunities over the course of the academic year for students to reflect on their progress in achieving these targets that they have set for themselves.

In the coming weeks, every student will be allocated a time that they will need to arrive at school and the location on the school site that they will need to go to in order to sign in. Work will be set on SatchelOne for students to complete independently.

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 justified reason for missing the appointment.

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 30th September.

We know that students see these sessions 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.

Many thanks for your support with this day.

Yours faithfully

Mr Hazlehurst
Assistant Headteacher



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