

July 2020

## **To the Parents of Year 11 students in September 2020**

Dear Parents

I hope that you and your families continue to stay safe and well. This will be my final letter of the school year and I would like to share with you our plans for September and the measures that we are putting in place for the full reopening of the school.

Firstly, can I take the opportunity to thank you for your support during what has been a hugely challenging time for us all. The way that our BPS community has pulled together through this period of school closure has been quite incredible and I have been very grateful for the support that so many of you have shown to staff during this time. School has not been the same without our wonderful students and we cannot wait to welcome them all back in September.

There will inevitably be some changes to how we operate from September as we ensure the safety of staff and students and comply with government guidance. However, I am confident that students will adapt quickly and that the plans that we have in place will ensure a positive learning experience for all.

To ensure the safety of staff and students as we reopen the school, we have undertaken a full risk assessment. This can be found on the school website here:

<https://www.birkenheadparkschool.com/parents/coronavirus>

You will find below some of the key safety measures in place from September along with other important information. I realise that this letter includes a lot of information but I would urge you to read it carefully so that you are clear about arrangements ahead of the new school year. I must also stress that our school plans have been implemented in line with current government advice and are subject to change if/when there is an update to national or local guidance.

### **Start of term**

In order to ensure a smooth and successful start to the term, we will be operating a **staggered start** to help students familiarise themselves with new routines.

For **Year 11** students this means that they should attend school in full uniform for an induction session on:

**Thursday 3<sup>rd</sup> September from 8.35am to 10.35am**

Year 11 students can arrive in school from 8.00am on this day to access a free breakfast and will be able to leave at 10.35am. They will **not** be required to attend school on Friday 4<sup>th</sup> September and should be encouraged to complete remote learning activities at home on this day.

All year groups will commence full days from **Monday 7<sup>th</sup> September**.

### **School day and routines**

- The diagram below shows the structure and timings of the school day for Year 11 students.
- In line with government guidance, Year 11 students will be taught in their own year group 'bubble' and will be based in the Science teaching zone.
- There will be staggered start and end times to the school day and Year 11 students will enter and exit school via the main student entrance.

- Year 11 students will be permitted to enter school no earlier than 8.00am at the start of the day and will be directed to the canteen, where they can access a **free breakfast**.
- Tutor time will run from 8.35am to 9.20am.
- Year 11 students will leave their zone to access specialist teaching areas e.g. P.E., technology. However, some practical lessons may be modified due to limited access to shared classrooms.
- There will be a limited extra curricular programme running after school – details of clubs and activities will be provided in September.

### Year 11 school day (from Monday 7<sup>th</sup> September)

Bifast Club	Tutor Time	1	Break Time	2	Lunch 1	3	4	5	Entrance	Exit	Zone	Lunch
8:00 8:30	8:35 9:20	9:20 10:20		10:35 11:35	11:35 12:05	12:05 1:05	1:05 2:05	2:05 3:00				
11		Zone							Main	Main	Science	Small Yard

### Lunchtime and Free School Meals

- Lunchtimes will be staggered and the canteen will be divided into year group areas. Year 11 will access lunch in the canteen from 11.35am – 12.05pm.
- Normal catering arrangements will be in place and students eligible for Free School Meals will be able to access these once again in school. Free School Meal vouchers issued during school closure will cease from September.
- Year 11 students will be able to access outside space at lunchtime in their year group “bubble” on the small yard.

### Uniform

- All students are expected to wear full Year 11 school uniform.
- On days where students have PE, they are encouraged to come into school wearing their full PE kit to manage numbers in changing rooms.

### Equipment

- Students will be supplied with their own stationery set which will remain in school at their designated desk (which they will use every day for most lessons).
- Students should bring their own water bottle to school as water fountains will be turned off.
- Students will be provided with a school bag on their first day in school and they should bring this with them every day.

### Attendance and punctuality

- Please note that attendance is **compulsory** for all students from September.
- Year 11 students should arrive promptly at the start of the school day from 8.00am and will be directed to the canteen.

### Transport

- In line with government guidance, students are encouraged to avoid public transport by walking or cycling to school where possible.
- Should students need to travel to school by bus, this service will run as normal. In line with government guidance, a face covering would need to be worn whilst on public transport.

## **Behaviour**

- Year 11 students will have an induction session to introduce our new routines and expectations.
- In classrooms students will sit at a designated desk within the same classroom each day for most subjects. A seating plan will be implemented. Student desks will face the front of the room in rows.
- We ask for your support in ensuring that your child meets our expectations regarding behaviour, infection control and cooperation with staff. Thank you for reinforcing this message with your child.
- Support will be available to manage any student anxieties that may have emerged as a result of this period of school closure.

## **Health and Safety**

- Students should not attend school if they are displaying any symptoms of coronavirus.
- Parental communication will be limited to phone/email to minimise face to face contact.
- Parental meetings in school will be for **emergency situations only**, will be limited to one member of family and will be **strictly by appointment**.
- There will be a cleaning station in each classroom to support our 'if you use it, wipe it' policy.
- Hand sanitizer stations will be in place at all main entrances to the building and along key routes.
- Students will be expected to sanitise their hands on arrival and wash/sanitise hands regularly throughout the day (personal hand sanitiser will be provided).
- Students who wear a face covering to travel to school will remove these upon arrival. Temporary face coverings will be placed in a covered bin. Re-usable face coverings will be placed in a plastic bag to be taken home.
- Year groups will have designated toilets available within or close to their teaching zones. Toilet cubicles available for breakfast club and at lunchtime will be marked for different year groups to minimise cross contamination.
- Staff will remain 2m socially distanced from students at all times.
- There will be no assemblies or activities that require large groups of students in enclosed spaces.
- Cleaning staff will be implementing an intensive programme of cleaning before, during and after the school day.

## **Remote learning**

In the event of a further period of school closure or should any students need to self-isolate during the course of the next academic year, we have contingency plans to enable remote learning to take place. Our remote learning programme has been hugely successful during school closure and this is being developed further to enable us to switch to "live" teaching should this be necessary.

## **Key Staff**

Your son/daughter will be issued with their timetable at the start of the autumn term and this will provide you with the list of their subject teaching staff. You will also be made aware of your child's form tutor, who you will be able to contact via email if you have any questions or concerns.

The Year Leader for Year 11 is Ms Galer and she can be contacted via the main school telephone number 0151 652 1574 during term-time hours. You can also contact Ms Galer via email at [aga@birkenheadparkschool.com](mailto:aga@birkenheadparkschool.com).

Finally I would like to take the opportunity to thank you once again for your patience and support in recent months. I know how challenging this time has been for everyone but I also know that our BPS values of Positivity, Ambition, Resilience and Thoughtfulness have shone through our school community and I am confident that we will emerge stronger than ever as we go into next year.

Wishing you all an enjoyable summer break. Stay safe.

With Best Wishes.



**Helen Johnson**  
Headteacher

*Ambition* **AND**  
**EXCELLENCE**  
**FOR ALL**

[www.birkenheadparkschool.com](http://www.birkenheadparkschool.com)

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