



16<sup>th</sup> July 2020

Dear Parent/Carer

Joining us in September

We are looking forward to your son/daughter joining us in September and I am writing with details of our plans for the start of term. As you will be aware, on 2nd June 2020 the government outlined their plans for the full reopening of schools from the start of the autumn term. We are confident that this plan is achievable and, following a thorough risk assessment, we are looking forward to welcoming all our students safely back to school. In order to ensure a smooth and successful start to the term, we will be operating a staggered start to help students to familiarise themselves with new routines.

For Year 7 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 11.05am

Year 7 students can arrive in school from 8.00am on this day to access a free breakfast and will be free to leave at 11.05am. They will not be required to attend school on Friday 4<sup>th</sup> September and will be provided with activities to complete at home on this day.

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

Further details are included in the enclosed Parent Information booklet but here is a summary of what this means for Year 7 students from Monday 7<sup>th</sup> September:

- Year 7 students will be in their own year group 'bubble' based in the Year 7 base.
- There will be staggered start and end times to the school day and Year 7 students will not use the main entrance/exit, instead going directly into the Year 7 base via the side of the school.
- Year 7 students will be permitted to enter school no earlier than 8.30am at the start of the day and will be directed to the canteen, where they can access a free breakfast.



The  
**Birkenhead Park**  
School

- Tutor time will run from 8.45am to 9.20am and will include The Big Read – further details are in the enclosed booklet.
- Lunchtimes will also be staggered and the canteen will be divided into year group areas. Year 7 will access lunch in the canteen on their own as a year group.
- Year 7 students will leave school at 3.00pm from the Year 7 entrance/exit.
- Year 7 students will leave the base to access specialist teaching areas e.g. P.E., technology. However, some practical lessons may be modified due to limited access to shared classrooms.
- 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.
- Year 7 students will be provided with a school bag on their first day in school and they should bring this with them every day.
- All desks in classrooms will be front facing and there will be a cleaning station in each classroom to support our 'if you use it, wipe it' policy.
- Students will be expected to sanitise their hands on arrival and wash/sanitise hands regularly throughout the day (personal hand sanitiser will be provided).
- Staff will remain 2m socially distanced from students at all times.
- Cleaning staff will be implementing an intensive programme of cleaning before, during and after the school day.
- Students are encouraged to avoid public transport by walking or cycling to school where possible.
- Attendance is compulsory and students are expected to wear full 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.
- To ensure the safety of everyone on the school site, all communication with parents will be via email/telephone. Any emergency parental meetings on site will be by appointment only and will be limited to one member of the family.

I am very confident that your son/daughter will feel safe in school and will adapt quickly to these measures in the 'new normal'. Assistant Headteacher, Lyndsey Weekes, is our Covid Compliance Officer and is overseeing the full school re-opening and ensuring that we remain compliant with the latest government and public health guidance.

Forms to be completed

Also included with this letter are the following forms:

**Ambition AND  
EXCELLENCE  
FOR ALL**

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

Headteacher: Helen Johnson  
[headteacher@birkenheadparkschool.com](mailto:headteacher@birkenheadparkschool.com)  
Park Road South, Birkenhead, Wirral, CH43 4UY  
Tel: 0151 652 1574

  
Educational Trust



The  
**Birkenhead Park**  
School

1. Student Information sheet
2. Consent form
3. ICT Computer Contract
4. Medical Care form

Please complete these forms and your son/daughter should bring these into school on the first day of term.

Free school meals

If you think your son/daughter is eligible for free school meals, please check your eligibility online:

<https://www.cloudforedu.org.uk/ofsm/sims-wirral>

It only takes a couple of minutes and you just need your national insurance number. Free school meals are worth over £350 a year.

Summer Welcome Days

If you haven't already booked a place for your son/daughter, please email Mrs Kirwan, Year 7 Pastoral Leader on [pki@birkenheadparkschool.com](mailto:pki@birkenheadparkschool.com). These days are a great opportunity for our new students to familiarise themselves with the school and form tutors ahead of the new term.

We are very excited about welcoming our new students in September and very confident that, with our robust plans and excellent student support, your son/daughter will settle in very quickly and become part of The Birkenhead Park School community.

If you have any questions in the meantime, please email [pki@birkenheadparkschool.com](mailto:pki@birkenheadparkschool.com).

Take care over the summer.

Yours Faithfully

Helen Johnson

Headteacher

**Ambition AND  
EXCELLENCE  
FOR ALL**

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

Headteacher: Helen Johnson  
[headteacher@birkenheadparkschool.com](mailto:headteacher@birkenheadparkschool.com)  
Park Road South, Birkenhead, Wirral, CH43 4UY  
Tel: 0151 652 1574

 **BePART**  
Educational Trust