



15th July 2020

PLEASE KEEP THIS INFORMATION FOR THE START OF TERM.

Dear parent/carer,

Plans for September – QB Bounces BACK!

Without a doubt these have been extraordinarily difficult times for the whole QB community. I want to express my thanks for your support throughout.

In September all pupils will return to school. We are working with the latest government guidance where essential measures include:

- a requirement that people who are ill stay at home.
- robust hand and respiratory hygiene.
- enhanced cleaning arrangements.
- active engagement with NHS Test and Trace.
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable.

In September each year group will be allocated to a dedicated zone in school where they will be taught all of their lessons in their usual groups. Pupils will remain with their year group at all times including break and lunchtime. There will be a staggered start to the school day and at the end of the day, year groups will depart one after each other to avoid pupils from different zones mixing with each other.

ATTENDANCE: The Government has informed us that from September attendance for all pupils will be mandatory.

HYGIENE ROUTINES: Upon arrival to school pupils will be expected to sanitise/wash their hands, this will be repeated regularly following breaks and lunch and on arrival to different classrooms in their zone. Increased cleaning routines will be planned throughout the day and at the end of each school day.

TRAVEL TO SCHOOL: Pupils are encouraged to walk or cycle to school. Pupils using public transport will be asked to place disposable masks in a designated bin, reusable masks must be placed in a plastic bag inside their school bag.

ARRIVAL TO SCHOOL: Each year group will have a designated entrance to school clearly communicated on each gate. There are two entrances to school – Gate A and Gate B these are explained below. Pupils are only allowed on site 5 minutes before their start time.

DEPARTURE FROM SCHOOL: From September school will finish at 3pm Monday – Thursday and 2:45 on Friday. Pupils will be dismissed one year group at a time from Year 7 to Year 11.

LUNCH AND BREAK TIME ARRANGEMENTS:

There will be no food or drinks available at break time, pupils are asked to bring their own water bottle and if they wish a snack for break. (Fizzy/energy drinks are not allowed). A limited grab and go service will be available at lunchtime. Pupils eligible for free school meals will be provided with lunch.

SCHOOL UNIFORM: Pupils will wear full school uniform, Government guidance states that there is no need to wash uniform at the end of each day. All pupils must conform with standards expected of hair colour, piercings and nails. Pupils are to attend school in their PE kit on the day of their lesson and remain in their kit all day as there will be no changing facilities in school. Pupils are allowed to wear their QB jumper on top of the PE kit in classroom lessons.

EQUIPMENT:

Pupils will be given an A4 white board and pen they **MUST** take this to every lesson. Pupils must bring with them the following stationery items:

- Pen, pencil, ruler, rubber, sharpener, coloured pencils.
- Glue stick.
- Calculator.
- Highlighter pens.
- Green pen.
- Washable cloth to clean their whiteboard.
- Packet of tissues for **'Catch it, Kill it, Bin it'**.
- Small bottle of hand sanitiser for personal use.

PARENT ACCESS TO SITE: Parents require an appointment to come onto site. To make an appointment contact details are on the school website. Parents are not allowed on site to collect their children.

CASHLESS SCHOOL: A reminder to parents that there is no facility for pupils to put cash in school onto their account. Access to parent pay can be found on our website.

WIDER LEARNING CLUBS: At QB we are very proud of our offer, however, in the short term these will not take place; we are planning to have a range of activities up and running as soon as we can.

FIRST WEEK OF TERM SEPTEMBER 2020:

Tuesday 1 September is a teacher training day.

Year group	Return date	Daily arrival time	Daily entrance gate
7	Wednesday 2 September	8:45am	Gate A
8	Friday 4 September	8:55am	Gate A
9	Friday 4 September	9:05am	Gate B
10	Thursday 3 September	8:55am	Gate B
11	Wednesday 2 September	8:45am	Gate B

Gate A – Alcester Road (by traffic lights).

Gate B – Queensbridge Road (pedestrian gate).

DAILY ARRIVAL TIMES AND ENTRY TO SCHOOL SITE FROM SEPTEMBER 2020.

Pupils are to arrive on site no more than 5 minutes before their arrival time.

Year group	Daily arrival time	Daily entrance gate
7	8:45am	Gate A
8	8:55am	Gate A
9	9:05am	Gate B
10	8:55am	Gate B
11	8:45am	Gate B

Please note: there is a temporary adjustment to the school timetable due the current circumstances. It will be regularly reviewed and adjusted.

For your information Heads of year 2020 – 21:

Year 7 – Ms Kassim
Year 8 – Mrs Coyles
Year 9 – Miss Dunleavy
Year 10 – Miss Powell
Year 11 – Mr Shaqur

NEXT STEPS:

- Ensure that your child knows the time that they need to arrive at school and the date that they return.
- Note the staggered exit from school each day from Year 7 to Year 11.
- Ensure that your child has the relevant equipment for each day.
- If you are travelling abroad make sure that you have completed the on line survey received Monday 13 July.

We are expecting an update from the Government on August 11th, we will keep you informed. The school website will be updated with relevant changes and we will communicate by text any important messages over the summer.

There is a lot for us all to understand about how school will work in September. My whole staff team is looking forward to fully opening school and welcoming back your child. I hope that you have a relaxing and safe summer.

Kind regards,

A handwritten signature in black ink that reads "H Reeves". The signature is written in a cursive style with a large, stylized 'H' and 'R'.

H Reeves
Headteacher
Queensbridge School