

Back to school – Important reminders for Parents, Carers and Students

We are looking forward to welcoming all of our students back to school following an extended period of closure due to Covid-19. I sent you a document during the first week of the summer break which outlined our operational procedures to enable students to prepare for the return to school. This is also available on our website. At the time of writing this, there has not been any need to update as it still complies with Government guidance. We will be reviewing our procedures constantly to ensure we can keep everyone safe.

We know that many of our students will be feeling anxious about returning, but please be assured that we have carefully planned the first few days to ensure that they receive a good level of support for their return. This will start with a socially distanced Year group briefing in the Sports Hall where we will go through in detail how the school will operate, expectations and any changes to timetables etc. This new way of working will take a little while to get used to, but I'm sure all of us will quickly adapt.

Please remember that our reception will be moving to the Sports Centre. You will be able to drop items off for your child but you will not be able to meet with members of staff in person. All meetings need to be conducted remotely.

Below are a few reminders and some further information regarding the re-opening schedule. It is important you read this and share it with your child so that we can ensure they know how to proceed on their first day. **Please pay particular attention to start times as these will be staggered on their first day only to enable us to conduct our briefings.**

Uniform

- Students will be expected to wear their full uniform in September. There is no longer a need to wash all clothing items at the end of a day.
- Please ensure you have watched this short video about uniform expectations:
<https://youtu.be/IS-OuISxWaA>
- On the days that you have PE you must come to school in your full SBL PE kit, not your school uniform. Please bring a spare t-shirt and bottoms with you.

Equipment

- Teachers will not be able to loan equipment and stationary to students, so it is essential that students bring a full set of equipment to school every day.
- As a minimum student should bring:
 - Blue or black pens
 - Green pen
 - Pencil
 - Ruler
 - Calculator
 - Glue stick
 - A selection of coloured pencils
 - Rubber
 - Pencil sharpener
- Tutor will check that students have got the basic equipment at the start of each day. If you forget or lose an item please speak to your Tutor or Head of Year before tutor time.

Food Provision and Catering

- We are changing to a system where food will be delivered to students in their Hub.
- We are updating systems to enable parents/carers to order and pay for food online.
- All students, including those in receipt of free school meals will need to order food online.
- **There will be no breakfast club.**
- **All students will need to bring packed lunches with them for the first few days of term.** We are hoping that the catering system will be up and running by Monday 7th September.
- Further details will follow.

When and where to arrive

	Date	Time (arrive before)	Location
Year 7	Thursday 3 rd September	8:45am	Gate 2 – See images below.
Year 8	Tuesday 8 th September	8:45am	Gate 5 – See images below.
Year 9	Tuesday 8 th September	10:05am	Gate 3 – See images below.
Year 10	Monday 7 th September	8:45am	Gate 5 – See images below.
Year 11	Monday 7 th September	10:05am	Gate 4 – See images below.
Year 12	Thursday 3 rd September	8.40am	Gate 4 – See images below.
Year 13	Friday 4 th September	8.40am	Gate 4 – See images below

Year 12 and Year 13 Students need to attend Post-16 Area on arrival.

All students must arrive at their designated gate, they will be met by staff and directed to the Sports Hall. If arriving by car, please ensure you drop students safely near their designated gate. Please do not use the school car park for drop off or park on the yellow lines or zig-zags.

There will be no access for students to the school site before 8.25am each day. If parents/carers have any queries please contact the Academy via telephone or email. Details for how to contact can be found on the 'contact us' section of the Academy website.

Year 7 Parents/Carers:

- No adults or siblings will be able to come on site for your child's first day at secondary school. Please drop your child in a safe place and they can enter through the gate. Staff will be there to receive them from 8.25am. Please be aware that there is limited parking on the road and no parking on site.
- All students will need to bring packed lunches with them for the first few days of term. We are hoping that the catering system will be up and running by Monday 7 September and further details will follow.
- Please telephone/email in for concerns / queries (you will not be able to approach your child's tutor at the gate).

If your transport arrangements means you will need to arrive before 10:05am please contact the Academy's reception team.

D Anderson
Principal



Gate 2



Gate 3



Gate 4



Gate 5

(Rear entrance to school via West Street)

Mobile phones must be switched off and in bags as students pass through the school gates.

Please see below links to Government Guidance and information from South Glos Council:

[gov.uk/backtoschool](https://www.gov.uk/backtoschool)

www.southglos.gov.uk/schoolreturn