



Headteacher: Mr David Snell

6<sup>th</sup> July 2020

Dear Parents/Carers

### Coronavirus Update - Transition arrangements and Back to School in September

Following meetings with Headteacher colleagues in our partner Middle Schools in Bromsgrove, I can confirm our induction/transition arrangements for starting back in September. We have had to take account of the fact that our new year 5 pupils will have had no opportunity to visit the school prior to starting with us. Our year 6 pupils in September will only have been in the school for just over half a year before school closed to them plus we have a number of new pupils joining us in year 7 taking up places of pupils who will be leaving us from year 6 at the end of this academic year.

We have, therefore, planned our approach to enable our newest and youngest pupils the opportunity to transition into school successfully by reducing their anxiety as much as possible. The following plan will facilitate that by welcoming different year groups back in a staggered way. That will be as follows:

Tuesday 1 <sup>st</sup> September	TED Day - School Closed to Pupils
Wednesday 2 <sup>nd</sup> September	TED Day Identified SEN/Vulnerable Year 5 pupils to have short individual visits to school whilst it is quietest.
Thursday 3 <sup>rd</sup> September	School Open to all Year 5 pupils only Targeted SEN/Vulnerable Year 6 pupils to have short individual visits to school to reacquaint themselves whilst it is quieter
Friday 4 <sup>th</sup> September	School Open to all Year 5 and Year 6 pupils New Year 7 pupils in school for a transition day Targeted SEN/Vulnerable Year 8 pupils to have short individual visits to school
Monday 7 <sup>th</sup> September	School open to all pupils (transition activities in the morning)

I'm sure you will also be aware that the Government produced new guidance on 1<sup>st</sup> July regarding pupils returning to school in September. Whilst there has been limited time to digest all the information and to make full plans and risk assessments as yet, we have some initial plans and procedures that will be in place. This includes:

- After taking transition plans into account, all pupils will be back to school on a full time basis from Monday 7<sup>th</sup> September
- There will be a long registration period (from 8.30 a.m. - 9.00 a.m.) to allow a gradual entry into school
- Pupils will be based in year areas for the entire day. Teachers will move to them rather than the other way around

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- Key Stage 2 and Key Stage 3 will have different break times and different lunchtimes. Within those times, different year groups will be allocated separate areas outside so there is no mixing between them
- Year groups will be dismissed at different intervals from 3.15 p.m. to 3.30 p.m. to keep them apart

Over the next few weeks we will be updating our risk assessment, which will be available on the school website, and writing detailed guidance for parents on exact timings and approaches to different areas of the curriculum. Our aim will be to enable pupils to experience as normal a school experience as possible whilst, most importantly, ensuring any risk is reduced to keep our pupils safe. This guidance will be emailed to you as soon as it has been approved by our Directors.

As a reminder, pupils who have been unable to access school and need to collect any belongings prior to the summer can do so at the following times:

- Year 7 on Friday 10th July between 9.30 a.m. and 12.30 p.m.
- Year 5 on Wednesday 15th July between 9.30 a.m. and 12.30 p.m.
- Any pupils in year 6 and year 8 who will not be returning to school on Wednesday 15th July between 9.30 a.m. and 12.30 p.m.

Stay safe and well.

Kind regards

A handwritten signature in black ink, appearing to read 'D Snell', written in a cursive style.

Mr David Snell  
Headteacher