



July 21st 2020

Dear Parent/ Carer and Eastbrook Students

Re: Arrangements for reopening in September

Firstly, I hope this letter finds you and those close to you healthy and well. I know how difficult the period of lockdown has been for all members of our school community but am pleased to inform you that Eastbrook will be reopening to all students from the start of the Autumn Term. This letter is to clarify the arrangements by which we will ensure that the return to full time school is as safe and productive as it can be.

Dates and Times of returning

During the first full week we will phase the return of all year groups. This will allow us to go through the routines and expectations carefully with each group and ensure they are fully embedded before we become fully operational. Details are summarised in the table below. Please note that we have different start and finish times for year groups which is in an effort to limit the numbers of students arriving or leaving at the same time. I would ask that parents and students stick to these times as much as possible – punctuality is now more important than ever - and that students do not congregate or ‘hang around’, particularly at the end of the day. Note that we have also changed to an extended school day for Year 11. This is in response to the time they have missed and how close they are to sitting their exams. I am sure all parents, and particularly those of Year 11 students will recognise how important this is.

Year Group	Date of return	Start Time	Student Dismissal
Year 7	Monday 7 th September	8.30	3.15
Year 8	Tuesday 8 th September	8.45	3.30
Year 9	Tuesday 8 th September	8.45	3.30
Year 10	Wednesday 9 th September	9.00	3.45
Year 11	Wednesday 9 th September	9.00	4.30 (3.45 on Friday)

Organisation of students

Students will be kept in Year group ‘bubbles’ throughout the day, meaning that they will not mix with other year groups. They will be allocated a specific area of the school where most of their lessons will take place, and move as a year group when they need to do specialist lessons, for example Design and Technology or Physical Education.

Curriculum

Clearly, our students have missed a considerable amount of time at school recently. The teachers have spent a lot of time designing a curriculum that will address the gaps in

knowledge that may have appeared, but our intention is not to dwell on what they have missed any more than is necessary and to move our students on as quickly as possible. I should take this opportunity to thank all of the students who engaged fully with the online learning provision during lockdown; I am sure they will reap the benefits when they return to school.

Travelling to and from school

Students are strongly encouraged to walk or cycle to school and we would advise that public transport should only be used as a last resort. If parents drive their children to school, please note that they must be dropped off outside the premises – parents must not drive into the school car park

Equipment

All students will be issued with a set of essential stationary at the start of term. However, this will remain in school so they will still need equipment for completing Home Learning. Students are welcome to bring in other equipment they might need but it must be for personal use and not shared with others. **It is essential that all students come to school with an appropriate school bag each day.**

Uniform

Note that all students must be in full school uniform at all times. Please see our uniform list for details.

PPE

Face masks and gloves are not recommended in educational settings and students will not be allowed to wear them on the school site. If it is necessary to wear a mask on the journey to school, they should be removed and kept in their bag for the day or disposed of on entry.

Lunchtimes

Please note that in the interests of student safety there will only be one lunch sitting each day for each year group. Students are welcome to bring a packed lunch or additional food to eat at break time but it must be in line with what I have outlined below about snacks.

Rules and expectations for students

All of the rules and expectations can be found in our behaviour policy on the website. There are two significant changes that I want to alert you to:

1. Students must maintain a two metre distance from all staff and students from other bubbles. Repeated failure or unwillingness to do so will inevitably mean that a student cannot remain in school. I am sure all parents and students understand why this has to be the case.
2. We are acutely aware of the negative impact that sweets, crisps, sugary drinks, etc. have on student behaviour and their capacity to concentrate. It is essential, particularly after such a long time away, that all students are fully focussed at school. Therefore, from the start of term these items will not be allowed on the school site. If found they will be taken from the student and disposed of. Again, I am sure all parents understand the motivation behind what I have outlined.

Parental Contact

Although we are always pleased to see our parents and discuss any issues they may have, in the current circumstances we need to manage this in a different way. Can I ask that parents do not come onto the school site without prior invitation from the school? If there is something you need to discuss, please ring in the first instance and if the matter cannot be resolved by phone other arrangements will be put in place. Again, I thank all parents for their understanding in this matter.

Cleaning

I want to reassure parents and students that hygiene is our priority. We have significantly increased the cleaning team and the building will be continuously cleaned during the day, and receive a thorough clean at the end of each school day

While I have attempted to cover all of the main considerations, it is likely that I haven't covered every possible scenario in this letter. Our updated risk assessment will be published on the school website but if in doubt I would ask all parents and students to apply good sense and a 'safety first' principle to anything that isn't covered.

Thanks to you all for your cooperation with everything I have outlined, and a very warm welcome back to our students!

Yours sincerely

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

Mr Frith

Headteacher – Secondary