



Headteacher
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Sandhurst School

the opportunity to succeed

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Dear Parent/Carer

I am writing to reconfirm the arrangements for the return to school in September of all students. There is a link here to the letter sent on Friday 10th July ([LINK](#)).

We have spent some time over the summer adding detail to the initial plans and there is a link to our Sandhurst School Risk Assessment ([LINK](#)) and the latest guidance from Public Health England ([LINK](#)).

The protective measures we have put in place are extensive and follow both government and union guidance. They will help reduce the risks of transmission but they will not eliminate the risk. We also have no control over the behaviour of families or friendship groups outside of school and so whilst we will work hard to ensure the year group bubbles remain separate here, I know that beyond the school gate this is not how real life works.

We will be formally reviewing our plan on a weekly basis to make sure it is fit for purpose and will notify you if we need to make any significant changes. I very much hope that we can maintain the status-quo until half term as we think it best to take things gradually, with the health and safety of everyone our priority. This also gives stability for our students.

I covered a number of issues in the last letter and do ask that you check that again via the link above and have listed some additional information here.

Hand Gel – Please provide your own where possible. We will have some in all classrooms but ideally, students would benefit from having their own.

Lockers – Students will not be able to use lockers in the first half term. This is because they will be inaccessible during the day. Students who do have equipment in lockers will be given the chance to collect items when they return on **Thursday 3rd September**.

Equipment – Students must provide their own equipment for lessons. Whilst we always try to be supportive when individuals are in difficult circumstances and genuinely can't provide their own, we do, particularly in the current circumstances, need parents support with this.

Detentions – Students will be able to sit these after school or during break or lunchtimes and we will ensure that they are able to be socially distanced from students outside their year group.

Lunches – Year 7 and students new to the school will have their digital finger scans done on their first day, **Wednesday 2nd September**. This will allow parents to pay via a Cucina Paypal and we will issue you with your account details once the scans are complete. Students in Year 7 and those in other year groups who are new to the school will need to bring cash for the first week.

Cucina have provided two additional separate pay stations around the school and this will allow us to keep year groups separate over the staggered break and lunchtimes. There will be no food available in the mornings with the exception of those who sign up to Breakfast Club ([LINK](#)). Breakfast Club runs from **7.40am** and places must be booked in advance to allow the chef to prepare for numbers and the school to organise supervision. Payments to breakfast club can be made via your Cucina account. There will be no other facility for children to be dropped off before **8.20am** other than Breakfast Club.

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There will be no food sold after school.

Bus Transport – The Fargo bus will continue to arrive and depart as before but drop off and pick up will be at the front of school. The Courtney bus will be a special bus set up for school for students from Sandhurst. It will drop off at **8.25am** and leave at **3.15pm**. Students with a Courtney pass may get a later bus home after a club or something similar but the company has asked that wherever possible, in order to enable social distancing on the public bus, students try to use the special bus they have put on for school use only. Students will be required to wear a face covering on public transport.

Please check the companies websites for more details: www.fargocoaches.co.uk and www.courtneybuses.com

After school, the canteen will be used to supervise students until they can board the buses.

Uniform – In the previous letter, I outlined that our school uniform is to be worn, with the reminder that summer uniform is optional until **28th September 2020**. Our uniform guidelines are clear and I have included a link here as a reminder of the letter sent by Mrs Hunt on the **15th July 2020** ([LINK](#)). As always, I appreciate the support of parents with uniform. It can be very time consuming for staff when students arrive with hoodies, piercings, trainers or leggings. Any confiscated items will be bagged to avoid unnecessary contact and will need to be collected by parents at a time convenient to them.

Mobile Phones – The policy remains that phones are **not allowed** to be used on school premises. Last year we had a 'phone zone' for students at the end of the day so they could call parents if they needed to get in touch regarding remaining in school for a sports fixture or club.

From September, students will be able to call from the car park, where duty staff will be able to answer questions and queries. Those without mobiles will be able to ask reception staff for help and support.

Practical Subjects – These will all continue to run on the timetable and will follow the strict guidance issued by the government. PE, Music and Drama and Technology subject leaders have all produced detailed plans of how to work safely. It will mean some changes to procedures and some activities but will not reduce the educational value or enjoyment of these subjects. We have asked in the previous letter that you provide an apron for Food Technology.

Parents Evenings – We anticipate that we will be holding these online, via Google Hangout as this worked very well for our new Year 7 students and parents. We will send out further information nearer the time. We will of course make allowances for parents who don't have access to the internet.

The School Day – Students will follow a timetable of 5 one hour lessons. This remains unchanged from previous years. However, in order to reduce circulation at break and lunch and to enable social distancing we have had to stagger both break and lunchtime and have reduced the total time allocated to these. This means that we will end lessons at **2.40pm**. Each day, one year group will remain in school to meet with their tutor. This will enable us to provide pastoral and academic support for our students. Students will remain in school on the following days of the week:

Monday - Year 11
Tuesday - Year 10
Wednesday - Year 9
Thursday - Year 8
Friday - Year 7

There will be some students who need to wait, for example, for brothers and sisters in other year groups and they may go to Homework Club. These students will be supervised in classrooms for year groups. Students may remain for half an hour, enabling them to leave at **3.10pm** to meet with their siblings for collection or the journey home. Other students may need to remain in school for longer and so they may remain in Homework Club until **4.00pm**. The expectation is that students will complete homework and we ask that you complete the link here if you require your child to attend ([LINK](#)).

We have always been flexible and allowed students to arrive early and to remain in school whilst waiting to be picked up but we cannot enable that flexibility when we return in September. Both Breakfast Club (where the expectation is students will buy breakfast) and Homework Club are our attempt to provide some support for parents who may initially find the altered timings difficult to work into their schedules.

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I do ask that if your child can leave the site at **2.40pm** on the days they are not meeting their tutor then they do so.

I will be meeting all the students on their first day back and I will also be writing to them directly to outline some key changes.

I hope that for most of you this answers any questions you may have but if you do have any urgent queries please e-mail cread@sandhurst.bracknell-forest.sch.uk and I will endeavour to reply from the middle of next week.

Yours sincerely



Mrs D Smith
Headteacher

