



Bishop David Brown School

Vision Statement

"To be an outstanding school, providing a stimulating educational environment enabling students to achieve their full potential."

13th July 2020

Dear Parents, Carers and Students

I am delighted that school will recommence in September. I know many of you will be apprehensive about returning, but I want to reassure you we will be doing all we can to keep everyone onsite as safe as possible. We have spent a huge amount of time planning for how this can be done and I hope that what is set out in this letter reassures you.

The other area I know you will worry about is the amount of time students have missed at school. I ask that you trust us; we are experts at what we do and will do all we can so that your child catches up. All that we require from students is that they show resilience and do what is asked of them to the very best of their ability.

Further communication with parents and carers: We will communicate any changes to the plan below on 24th August. We ask that parents do not come on site without an appointment: the best method of communicating with us is by phone call or email.

Prevention: Students or staff must not come into school if they have Covid-19 (CV-19) or have tested positive in the last seven days. If any student becomes unwell in school with CV-19 symptoms, they will be isolated at the front of the school and parents will need to collect them. They must follow the advice of Public Health England self-isolate for at least seven days and must arrange to have a test.

Attendance and expectations: We expect every young person to return to school, except where they have been advised by their GP or consultant to continue shielding. Our Attendance Policy will be adhered to with absence calls being made as usual. Students will be reminded of the importance of full attendance. Although some students may find it difficult to resume normal routines, they will be reminded of expectations of behavior and full engagement with their learning.

Risk assessment: We are currently updating our existing risk assessment and this will be available on our website shortly; this document will show you the steps that we are taking in order to minimise the risk in school.

Transport to school: Advice continues to be to avoid public transport. If this is not possible, masks must be worn on the bus: ideally, students should walk, cycle or be driven to school, until advice changes.

Start and end of the school day: I would ask all parents to reinforce the importance of social distancing to their child as they come and go from school. Parents must not come on site to drop their child off, nor gather around the school gates at 3pm. All students will start school at the same time – 8.45am and finish school at 3.10pm. There will be separate entrances and exits for different year groups and students will be released in stages to ensure a safe exit from school. More detail of this will follow along with student timetables.



Unity Schools Trust

'Excellence through collaboration'

Bishop David Brown School is operated by the Unity Schools Trust which is a charitable company limited by guarantee and registered in England and Wales with company number 07692130. The Registered Office is at Thorpe Road Staines-upon-Thames TW18 3HJ.

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Maintaining hygiene: There will be additional handwashing stations installed around the school site so that students can wash their hands on arrival, before and after break, before and after eating and using the toilet. There will be hand sanitizer stations around the school site. Tissues and paper towels will be available to 'catch it, bin it, kill it'. While facemasks are not recommended by Public Health England, we will understand if young people or adults wish to wear them in school. However, if they plan to remove them during the day you will need to provide a sealed plastic bag for your child to bring the mask home. Masks must be worn on public transport. There will be more frequent cleaning of rooms and especially the surfaces, which are touched more frequently.

School uniform: Full school uniform must be worn, please see our website for further details. The DfE advice is that uniforms can now be washed as normal. PE kit will be needed for PE lessons. All students must have their own supply of equipment e.g. pens, pencils, calculator, maths kit, in order to reduce the need to share these items.

Minimising contact with others: We will be creating Year group 'bubbles'. Year 7 and 8 will have classroom bases and the teachers will come to them, thus reducing the need for these students to move around the school. They will only move for their DT, Drama, IT, Music and PE lessons, but within the same learning bubbles. For Years 9 and 10, tutor groups will be changed during this period and students will be placed by ability. Year 11 tutor groups will be designed to support specific needs in either Maths, English or Science. All Key Stage 4 students will all access their option choices as separate year groups. Staff will maintain a distance of two metres from students in the classroom. During any transitions, staff will be present in corridors to ensure social distancing is enforced. The School will operate a one-way system and all members of the school community will be expected to follow this.

Pastoral care strategies: We are aware that people react differently to the current health crisis, some young people may have been affected more than others. Our tutors and Heads of Year have been in contact with the students over the course of the last five months and will know those who may require more pastoral support on their return. The keeping in touch days have definitely helped students to build confidence in coming into school. Our Pastoral support team will be available to work with students as needed. I believe that the closer we can return to 'normal' regarding the school day, the better it will be for students and staff. We will be signposting to students where they can go should they have any worries or concerns. In my experience our young people are hugely resilient and will no doubt cope very well. Nonetheless we are here for them should they need any extra support.

Lesson times: The school day will run as near to normal as possible. It is essential that all students arrive on time, to settle them for the day and receive any updated messages. Year group assemblies will be able to take place as per normal but with increased social distancing. Classrooms will be rearranged so there are only rectangular tables facing the front of the room. The canteen will be open for a reduced service of hot and cold 'grab and go' food. Only Years 7 and 8 will access the canteen, in separate queues, at break 1, Years 9, 10 and 11 can access our new cart service, which will be on the playground. At Break 2 Years 9, 10 and 11 will access the canteen. Years 7 and 8 will be able to use the cart service.



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We will be introducing a one-way system in the canteen again to ensure that students are safe. If you wish your child to have additional food, please can you send in appropriate snacks or fruit.

Subjects covered: All students will have their full complement of subjects, including their options in Years 9, 10 and 11. Contact sport will not take place in PE.

Assessment of progress: All students will be assessed for gaps in their knowledge during the autumn term. We appreciate different levels of support will be required for students depending on how well they have been able to engage with remote learning. Our teachers are skilled at differentiating work and ensuring that all students are challenged and supported in order to make progress.

Extracurricular activities: For the first few weeks of term there will be no extracurricular activities before or after school, this will be reviewed as the term goes on. We can resume non-overnight domestic educational visits where it is restricted to single year groups. We will be reviewing DfE guidance, and will keep parents informed.

Development of remote learning to support changes in circumstances: Home learning will be set on the VLE. Only students who have been advised to continue shielding by their GP or consultant will need to access online learning and this will be organised on a case-by-case basis.

Actions in the event of local spikes in CV-19 numbers: As advised by the DfE, we will continue to work closely with our local health protection team and follow their advice.

Students in Year 7 will return on Wednesday 2nd September, all other year groups will return on Thursday 3rd September. We have a very exciting two days planned to ensure students are happy and confident on their return to school.

Yours sincerely

James Rodgers
Head of School



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