

30<sup>th</sup> August 2023

Dear Parents/Carers

We hope you have had a restful and peaceful summer and that you are all safe and well. As the summer nears to an end, we are very much looking forward to welcoming your child back to school next week. Over the summer there has been a lot of work done at the school to improve the environment for the children for when they return.

In preparation for your child returning, we sent you a letter at the end of the school term outlining the arrangements for the beginning of the Autumn term. Please find below the information that was sent in that letter as a reminder so that your child is fully prepared.

Once again, we thank you for your continued support and we look forward to working with you further into the new academic year.

Yours sincerely



Miss M Rooney  
Principal

### **Information for the return to School in September 2023**

**When students return to school in September**, we will be staggering the start of the academic term, to ensure students have an effective induction. Please see the plan below.

Monday 4 <sup>th</sup> September	Staff Inset Day 1 – no students in school
Tuesday 5 <sup>th</sup> September	Staff Inset Day 2 – no students in school
Wednesday 6 <sup>th</sup> September	Only Y7 and Year 8 “Lion King” reward trip students: <ul style="list-style-type: none"><li>• Year 7 arrival at 08.30am (form time till 10.50am, then normal school timetable)</li><li>• Year 8 students attending the Lion King reward trip arrival at school at 12.15 entrance and go to the canteen where they will be registered prior to trip departing. Further details are on the letter received by those that this trip relates to.</li></ul>
Thursday 7 <sup>th</sup> September	All years in school as follows: 8.30 – 10.50- All students in form groups 10.50-11.10- Break 11.10- All students following normal timetable
Friday 8 <sup>th</sup> September	All students in at 08.30am – following the normal school timetable

### **Arrival and Departure**

Please note all secondary students will use the **Griffins Brook Lane** entrance for arrival and departure.

### **School bag, planners and Lanyards**

As part of our work to prepare for September 2023, there will be an emphasis on **students taking personal responsibility for themselves and their equipment**. Students will need a school bag that will be able to house 5 exercise books and a planner. The school will be providing students with pencil cases to use within each lesson and therefore these will not need to be purchased, unless students want their own resources. Students will need to ensure they bring their planners with them every day once they are issued with them.

In the new year, students will be provided with Lanyards which will be called “Privilege Passes”. These will enable students to be able to use the toilet once, in any one lesson (apart from form time), any time after 10 minutes into a lesson and 10 minutes before the end of a lesson. Toilets will not be allowed to be used during changeover.

Any abuse of the use of the Privilege pass will result in the pass being removed. Students without a privilege pass (either because it has been removed, they have forgotten it or have lost it) will have to wait until break and lunch to use Keynes toilets.

Students will therefore need to take personal responsibility for their belongings, planners and Privilege passes.

### **Timings of the School Day**

The school day starts at 8.30 and finishes at 3.00pm as usual.

The timing of lessons will be as follows:

<b>Time</b>	<b>Period</b>
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08:30 - 08:50	AM Reg/ Tutor Time
08:50 - 09:50	Period 1
09:50 - 10:50	Period 2
10:50 - 11:10	Break
11:10 - 12:10	Period 3
12:10 - 13:10	Period 4
13:10 - 14:40	Period 5 & Lunch
14:40 - 15:00	PM Reg Tutor time

### **Canteen & Food**

We encourage all parents to **send their children to school having eaten a healthy breakfast**. We will also continue to offer every student a bagel each morning. **This will continue to be free of charge. This will be available to students in the restaurant at 8.00am.**

During social times, we will also have the school restaurant running their usual service of hot and cold food. In order to purchase food from the canteen, students will need to have money 'loaded' onto their account via ParentPay. **Students will not be able to pay with cash.**

### **Student Conduct**

We aim to provide the highest quality education by maintaining a disciplined, caring environment in which teachers can teach and pupils can learn.

**We recognise that students thrive on praise and a variety of methods of rewards exist at Bournville School** and in September we will be paying particular attention to:

- Every student will be rewarded with + 7 rewards points (1 for each section of their day)
- Students who keep 95% of their rewards points over the year will be able to attend the end of year reward trip.
- Students will be able to achieve additional rewards points for going over and above what is expected e.g. attending after school clubs, exceptional achievement and progress. Students who achieve 100% + rewards will be rewarded in termly assemblies which we intend to invite parents to.

### **Uniform**

The school uniform has been consulted on during the summer term 2023. We have worked very hard with all the students this term to raise the standards of the uniform and we have been very proud of how the students have worked with us on this.

The uniform is an opportunity for all students to show respect and pride as part of the Bournville family. It is incredibly important and the ability to wear uniform and dress professionally at all times is a vital skill that students will need when they enter the world of work.

**For the avoidance of doubt, the items of uniform that all students must wear are:**

- Black polishable shoes – **trainers are not permitted**
- Professional black trousers/skirt to the knee– **jeans/leggings are not permitted**
- White shirt
- Bournville tie worn correctly
- Navy Jumper – **hooded tops are not permitted**
- Black Blazer with Bournville badge (badges can be bought directly from the school)
- A bag that will be able to hold at least 5 exercise books and a planner.
- One small pair of studs only .
- **No** long false nails or lashes.

On arrival in September, pastoral staff will be checking uniform at the school gates and the **Bournville standard will be insisted upon. Action will be taken should students not meet our professional standards.**

For full uniform guidelines, please see the school website: [Bournville School Uniform – Bournville School](#)

### **Attendance**

It is important that all children have excellent attendance upon returning to school. Furthermore, excellent attendance and punctuality is a vital skill for future employment in what is likely to be a more competitive jobs market in future.

**Your child's attendance target is between 100-97%.**

In order to ensure that every child has excellent attendance we will work with families to help resolve any issues, but **we also work with Birmingham City Council to prosecute parents whose children's attendance is below the acceptable level.**

If attendance falls below 95% research tells us that students on average achieve 1 grade beneath their targets. If attendance falls below 90% the same research predicts a student will on average achieve 2 grades below their target.

Please:

- **Ensure your child attends every day, on time, equipped and ready to learn.**
- Ensure the school has up-to-date addresses and telephone numbers. We will contact you by text or by telephone if your child is absent or late and you have not contacted the school.
- If your child is ill, contact the school every day your child is absent.
- Ensure that medical appointments are made outside of school time.
- Do not book holidays in school time.
- Contact your child's form tutor (secondary) or class teacher (primary) if you are experiencing difficulty getting your child into school.