

18th August 2025

Dear Parents and Carers,

I hope you and your family have enjoyed a restful and happy summer break. It is with great pleasure that I welcome you and your children back to Bournville School for the new academic year. For those joining us for the first time, I extend a very warm welcome to our school community — we are delighted to have you with us.

All year 7 students and primary aged students will start back on **Wednesday 3rd September**. Whilst **Year 8,9,10 and 11** students will start back on **Thursday 4th September**. This will be at the usual time of **8.30 am**.

This year promises to be an exciting one, filled with opportunities for learning, growth, and achievement. Our dedicated staff have been working hard over the summer to prepare engaging lessons, enriching activities, and a safe, supportive environment in which every child can thrive.

To help all our students get off to the best possible start, we ask for your support in ensuring they come to school each day in full school uniform and with the essential equipment they need for learning — including pens, pencils, rulers, and any subject-specific items. Being prepared helps children feel confident and ready to participate fully in lessons. Please refer to additional information below which provides the details equipment needed and uniform policy.

We will also be placing a particular emphasis this year on developing students' writing skills across all subjects and ensuring that homework is completed to a high standard. Homework plays a vital role in consolidating learning, building independence, and preparing pupils for the next stage of their education. We expect all students to work hard, give their best effort, and take pride in the progress they make.

Equally important to success is excellent attendance and punctuality. Every lesson counts, and arriving on time each day ensures students make the most of their learning opportunities and do not miss vital explanations or activities. We ask for your support in making sure your child is in school every day, ready to learn, and on time.

We will continue to focus on our core values of Excellence, Dedication, Ambition, Integrity, Tradition, encouraging every student to do their best and take pride in their progress. You can expect regular updates through our newsletters, website, and school events, and we welcome your involvement and feedback throughout the year.

Thank you for your continued support in helping make Bournville a place where children feel inspired to learn and proud to belong.

Wishing all our pupils a happy, successful, and fulfilling year ahead.

Warm regards,

M Rooney

Principal

Practical Information for the return to School in September 2025

When students return to school in September, we will be staggering the start of the academic term for secondary aged pupil to ensure year 7 students have an effective induction. Please see the plan below. All primary aged pupils will return on 4th September at the usual time of 08.30am.

Monday 1 st September	Staff Inset Day 1 – no students in school
Tuesday 2 nd September	Staff Inset Day 2 – no students in school
Wednesday 3 rd September	Only Y7 induction: <ul style="list-style-type: none"> Year 7 arrival at 08.30am Primary Students <ul style="list-style-type: none"> All primary students start back at 08.30.
Thursday 4 th September	Year 8, 9,10,11 arrival at Griffins Brook Lane for an 08.30 start. <ul style="list-style-type: none"> Bagels will be available as normal from 08.00 am in the restaurant.
Friday 5 th 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. All **primary students** will use the **Hay Green Lane** entrance.

School bag and planners

It is important for us to ensure that **students take personal responsibility for themselves and their equipment**. Students will need a school bag that will be able to house 5 exercise books, a pencil case and a planner.

All students are expected to bring their own pencil cases to use within each lesson. Each pencil case should have at least 1 black pen, 1 green pen, 1 pencil, an eraser, a ruler and a scientific calculator (Casio FX83GTX).

Students will need to ensure they bring their planners with them every day once they are issued with them.

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:

Time Period

08:30 - 09:00 AM Reg/ Tutor Time

09:00 - 10:00 Period 1

10:00 – 11:00 Period 2

11:00 – 11:20 Break

11:20 – 12:20 Period 3

12:20 – 13:20 Period 4

13:20 – 14:00 Lunch

14:00 – 15:00 Period 5

15.00 – 16.00 Period 6 (Mon, Tues, Wed Year 11 only)

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.**

Uniform

We expect every student to arrive at school on time in full uniform. 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. There will be a standards cupboard available for students for emergencies to purchase uniform items such as ties, jumpers and blazers as well as equipment.

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/pleated skirt that must fall below the knee – **jeans/leggings, stretchy material skirts are not permitted.**
- White shirt.
- Bournville tie worn correctly.
- Navy Jumper – **hooded or tracksuit 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.
- One wristwatch- no bracelets.
- **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 and punctuality

Research has proven that poor attendance and punctuality is linked to poor outcomes for children. We must ensure that every child accesses every opportunity provided to them at Bournville so they can achieve the very best they can from their education. Every minute counts!

It is therefore important that all children have excellent attendance and punctuality upon returning to school.

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

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.

Therefore 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.

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.**

School trips and opt out permissions

We have very high expectations of every student at Bournville so they will achieve the best outcomes. We also want them to have broader experiences that bring the curriculum to life as well as providing them with experiences they may not normally get. We therefore plan several trips that we want your child to be included in.

Last year we noticed that when we sent out messages about trips some children either forgot to get their slips signed, or returned, and they therefore missed out on the trip. We have therefore decided to work on an optout approach to school trips moving forward. All parents have already signed a general consent form. We will notify you of the upcoming trip and unless we are notified that you want to opt your child out of going on the trip, we will make all the necessary arrangements for them to be included. If the trip extends beyond the normal school day we will notify you of timings and again await your opt-out correspondence.

Keeping Safe Over the Summer

The summer break is a time for students and families to spend quality time together and recharge ready for the new term. Sometimes children and families might experience difficulties during the break. Below are some agencies that can offer support over the holiday period.

We hope that all of our students and our families remain safe over the summer, whether that be online or in real life. Our website has two dedicated sections which contain information on how to support your child and how to keep your child safe, and links to organisations that can support children and families: <http://www.bournvilleschool.org/academy-life/safeguarding/> and <http://www.bournvilleschool.org/academy-life/student-wellbeing/>