



Telephone: 01895 233909
Fax: 01895 273102

BISHOPSHALT SCHOOL
"Above all else a place for learning"

www.bishopshalt.hillingdon.sch.uk
office@bishopshalt.hillingdon.sch.uk

27th August 2020

Dear Parents, Caregivers & Students,

We hope that this letter finds you all well and you have been able to enjoy the summer break. We are very excited about your return to school.

As you will be aware we recently wrote to you and confirmed that all students will be returning to school in September. In line with statutory Government requirements **all students** will be expected to be in school. All attendance will be monitored and any unexplained or unauthorised absences will be followed up in the usual way. It continues to be our expectation that all students are required to attend a minimum of **97%+**.

We provided you with the student protocol for procedures and expectations of students within school and would like to reiterate some of these points and advise you of others as follows:

Face Masks - Lessons and controlled movement throughout the site

When we return to school movement around the site will be strictly limited, when students are in class they will all be facing forwards to limit the risk of infection. Therefore our students will not wear face masks when they are in their lessons. Our rationale beyond the procedures that we are already implementing following current government guidance, is that we believe that wearing masks in lessons will inhibit learning and prevent clear communication. However we fully understand that parents may want their children to wear masks whilst their children are in lessons for a variety of reasons. If this is the case we ask that you email **zbermingham@bishopshalt.school** providing your child's name and form and the reason you would like them to wear a face mask in lessons. We will then make contact with you to discuss prior to your child's return. Please note that if we allow your child to wear a mask and then they remove it throughout the course of the day we will ask them to discontinue wearing the mask from that point.

Face Masks - Lunch and break time

Bishopshalt will allow students to wear masks during their lunch and break times. If your child wears a face mask in school these must be **black, navy blue or the surgical mask variety**. Students will be asked to remove any mask that does not meet this criterion. Your child must ensure that they are correctly fitted and on properly at all times. If they are seen with them below their nose, or chin, they will be asked to remove them. If your child is travelling to school via public transport, they will need to bring a clean mask with them to change once they are on the school site, the same mask cannot be worn throughout the day.

Equipment

Please can you ensure that your child has the correct equipment with them on a daily basis. Their pencil case must contain adequate pens, including both black and green ink biros, a whiteboard pen, pencils, ruler, rubber, colouring pencils etc. To lower the risk of any contamination we will not be lending or allowing students to share equipment.



An Arts College specialising in Music and the Performing Arts Royal Lane, Hillingdon, Uxbridge, UB8 3RF

Headteacher: Mr L McGillicuddy

Uniform

We expect all students to return in full school uniform at the start of term. Full details of uniform requirements can be found on the school website. Please be reminded that all students should wear school shoes, canvas plimsolls and trainers are not permitted.

Acrylic or gel Nails, eyelash extensions and piercings, other than one pair of studs in earlobes, are not permitted in school. Hair must not be dyed other than in natural tones of hair colour and should be a reasonable style for school.

To enable PE to continue and avoid the need to change from their uniform, initially there will be days where students will be expected to attend school in their Bishopshalt PE kit, students will be made aware of when they need to come in kit once they receive their personalised timetable.

Extra Provision

For the immediate future we will be **unable** to open the dining hall for breakfast and break time. We are extending lunch to ensure all students can access a meal in a COVID secure manner.

- We ask that all students attend school with drinks and snacks for break time.
- Where possible students bring a packed lunch to school in a disposable bag to limit the possibility of cross contamination.
- For the first two weeks of term, the Library (LRC) will not be offering any before or after school homework provision.
- School will finish at 3:30pm, however, afterschool same day detentions and sanctions will still take place.

We will constantly keep this under review of the local and national situation. As always we will continue to keep you updated via direct contact and also through our website.

I would like to remind you of the phased return as follows:

Date	Event
Tuesday 1st September	Staff INSET
Wednesday 2nd September	Staff INSET
Thursday 3rd September	Year 7 return 9am - 1.30pm - Year 12 return 12pm - 3.30pm
Friday 4 th September	As above
Monday 7th September	Normal timing (8:30am) for Year 7 and 12 - extended tutor time. Year 8 and 9 return at 9am – Lessons will begin Period 2
Tuesday 8 th September	Normal timing for Years (8:30am) 7, 8, 9 and 12 - extended tutor time. Year 10, 11 and 13 return at 9am – Lessons will begin Period 2
Wednesday 9 th September	Normal timing for all – 8:30am
Thursday 10 th September	Normal timing for all – 8:30am
Friday 11 th September	Normal timing for all – 8:30am

The rationale is quite simple, we want to ensure that all staff are as prepared as possible for the return of students and understand the new protocols required of them.

We will return on **Thursday 3rd September with Year 7 and 12**, as we want to give as much time to these year groups individually. Year 12 were unable to sit their GCSE exams and Year 7 did not have the normal induction and transition programme to help them into secondary school.

Year 8 and 9 will return on Monday 7th September and **Years 10, 11 and 13 will return on Tuesday 8th September**. Staggering the return will enable students to become used to our new systems, feel confident in school and ensure the school can focus our efforts on providing a seamless transition back to school.

As you are aware next Academic year the school day now starts at 8.30am and finishes at 3.30pm, we now have a one week timetable and the lessons have increased in length. As a reminder these are the timings of the school day:

School Bells

Registration call	08.25
'Late Bell'	08.30
End of Registration/Assembly	08:50
End of lesson 1	09:55
End of Lesson 2	11:05
End of Break	11.30
End of Lesson 3	12.35
End of Lesson 4	13:45
End of Lunch	14:25
End of School	15.30

Pattern for School Day

Registration and Assembly	08:30 – 08:50
Lesson 1	08:50 – 09:55
Lesson 2	10:00 – 11:05
Morning Break	11:05 – 11:30
Lesson 3	11.30 - 12.35
Lesson 4	12:40 – 13:45
Lunchtime	13:45 – 14:25
Lesson 5	14:25 – 15:30

Please note, that for COVID related safety reasons, we will not be offering food provision during the morning break time. We therefore recommend that all students bring their own snacks and drinks in from home for the foreseeable future. Please be reassured that we will be offering a lunch service which students will access via their bubbles from approximately 1:15pm each day for the immediate future.

We would also like to remind you of the following key points:

Bubbles

- All students will be in 'Bubbles'.
- These bubbles arrive and leave at different times, and will not mix within school.
- Movement within the school is managed by bubble, and each bubble has its own free time area known as a 'Bubble Zone'
- Toilets throughout the school are allocated to different bubbles to reduce mixing between bubbles

Teaching and Learning

- This academic year, we will **not** be using Show My Homework, but giving all parents access to our Google Classrooms. This will enable all parents to obtain a weekly report, at your own leisure, of the work being set to and completed by your children, further details will follow.
- Bishopshalt now has a One Week timetable, it is our opinion that this will help parents and students and avoid confusion of when lessons take place.
- Bishopshalt will provide all students with a Mini Whiteboard in September. Teachers will maintain social distancing, and as such we will use these Mini Whiteboards to ascertain feedback within lessons.

If you have concerns regarding your child's return to school and would like a personal phone call to talk through these issues, please email office@bishopshalt.hillingdon.sch.uk and we will contact you.

We are very much looking forward to welcoming all of our students back to school for the start of the new academic year.

Yours sincerely



L McGillicuddy (Mr)
Headteacher