

O6 Jan 2021

Dear Parents and Carers

This letter only applies to parents who have received a text stating their child has been issued a school place during National Lockdown.

I am writing to you to confirm the arrangements for your child/ren to attend school from tomorrow.

Before and after school provision

Please email BR-admin@vennacademy.org to book a place. This is chargeable and should be booked in advance.

Drop off and collection

Currently the drop off and collection times remain the same. The school day starts at 8.45am and will finish at 3.15pm.

Due to the low numbers of children attending we do not feel a staggered start or end of the day is needed, but ask that you continue to use the one way system and apply social distancing.

Please drop off and collect your child at the following classroom doors:

F2 – Mrs Baxter and Mrs Binns

Y1 and Y2 – Miss Hennigan

Y3 – Miss Saul

Y4 – Miss Merry

Y5 – Mr Thomas

Y6 – Mrs Marshall

Uniform and equipment

Please send your child in normal school uniform but limit the equipment they bring with them.

Learning schedule

The children will follow a similar learning schedule to the children not attending school. The teacher will provide 3 live Zoom teaching sessions to the children at home, and the children in school will attend these also. If you have any concerns about this, please get in touch. In addition to these sessions the children will receive other learning throughout the day. The children will be taught in year group bubbles, which will be kept very small, based on floor plans of approx. 12 children per classroom.

Your child will be taught by familiar staff who work in your child's year group.

All remote learning schedules can be accessed on our website at: [https://brookeprimaryacademy.org.uk/curriculum / home learning](https://brookeprimaryacademy.org.uk/curriculum/home-learning)

On the first day in school, please ensure that your child attends with any home learning resources that have been issued to him/her

Lunchtime

You have the option to send your child with a packed lunch or he/she can have a school dinner, which you can order as normal through school grid.

School place

If your child stops attending, we will not be able to keep his/her place open. If your child does not attend every day, he/she must attend the live zoom remote learning sessions. It is very difficult to teach children effectively who are missing sessions.

Risk assessment

The main factors of the risk assessment still apply but this will be updated to reflect the National lockdown and partial school closure.



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Part of VENN Academy Trust

Please avoid coming into the school office but if you have questions email me at BR-admin@vennacademy.org or ring the school office.

Thursday afternoon school closure

From Thursday 14th January we will close on a Thursday afternoon as normal. We encourage parents to collect their child at 1.30pm, to enable staff to have time for planning and marking. However we will keep your child in school if absolutely necessary.

Kind regards

Emma Levers

Head of School