



BEDFORD
FREE SCHOOL

www.bedfordfreeschool.co.uk

11th June 2020

Information about the wider opening of BFS from 15th June 2020 for Y10

Dear parents / carers

We are looking forward to welcoming Y10 pupils back to BFS for face-to-face sessions starting next week. All pupils should have already received a personalised timetable in the post. If you have not received one please email info@bedfordfreeschool.co.uk or contact Mrs Costin-Webb via phone (01234 332292 or 07783 015976).

Thank you to the vast majority of families who have already completed the online survey, if you haven't responded yet the survey can still be found here:

<https://www.surveymonkey.co.uk/r/LD769H3>

Please find below further instructions and important reminders:

- It is vital that any pupil showing any symptoms of COVID-19 **MUST NOT** attend school and should stay at home in accordance with government guidelines

Instructions for the first day:

- **Pupils MUST arrive only on their designated day and time**
- Pupil have been allocated a staggered arrival time (arrival times can be found on personalised timetables). **They MUST be on time**
- Members of SLT will receive pupils upon arrival and ensure they adhere to the strict social distancing rules (as described in the previous letter sent out to parents)
- Pupils must bring a school bag containing their basic equipment (including pencil case, pens, ruler, pencil, calculator, geometry set). Pupils may have been asked to bring additional resources by subject teachers
- Pupils must bring a pack of tissues
- Pupils can bring a suitable snack / lunch to consume during their allocated break(s)
- Pupils must bring a drink (WATER ONLY) with them in a suitable bottle. Pupils will be unable to use the water fountains on site.
- Pupils must wear clean clothing, which is modest and sensible. If clothing is deemed to be inappropriate we will contact you and may request that you collect your son / daughter and ensure they return in appropriate attire
- Upon departure pupils must not linger around school or congregate in groups on their way home

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R E S P E C T • H O N E S T Y • H I G H E X P E C T A T I O N S

Pupil dress code:

- The expectation is that all pupils will wear clothing that is appropriate for school, and can be washed daily.
- Families will be expected to provide a different clean outfit each day they come to school
- Pupils must wear modest, sensible and where possible 'business like' clothing (for example the sort of thing they should wear on a work experience placement). If clothing is deemed to be inappropriate we will contact you and may request that you collect your son / daughter and ensure they return wearing appropriate attire
- Pupils may wear school uniform, including PE kit but this is not mandatory as freshly washed, clean clothing must be worn each day

Pupil equipment:

- Pupils should minimise the number of belongings they bring with them. A simple school bag should contain only the required equipment for that lesson
- Pupils must bring with them their basic equipment (relevant subject text-books, pencil case, pens, ruler, pencil, calculator, geometry set)
- Pupils must bring a pack of tissues
- Pupils may be asked by their subject teachers to bring in their booklets or other resources
- Pupils can't share textbooks or resources so anything given out will be taken away by pupils
- Pupils can bring a suitable snack to consume during their allocated break and lunch
- Pupils must bring a drink (WATER ONLY) with them in a large, clear bottle. Pupils will be unable to use the water fountains on site.

Travelling to school:

Pupils are encouraged to walk or cycle where possible and avoid public transport at peak times. You can refer to the government's guidance on safe travel, particularly on public transport: <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

Parents are asked to remind their children to travel to and from school avoiding contact with others and to strictly adhere to social distancing if they do. Pupils must not linger around school or congregate in groups on their way home.

Behaviour and expectations:

As safety is paramount, we are expecting full cooperation from pupils at all times. Failure to comply places others at risk and will have serious consequences, dependent on the seriousness of the breach, up to and including in extreme cases permanent exclusion. Our high expectations will be relayed to pupils during the first session by a member of the senior leadership team. We will outline all the new rules, routines and behaviour expectations so pupils are really clear about how they must conduct themselves.

We expect pupils to strictly adhere to social distancing outside of school, especially on their journey to and from school. The school will not hesitate to sanction pupils for their conduct outside of school.

Pupil reminders:

You will help to keep yourself, your friends, family, teachers and community well 😊
if you follow this guidance AT ALL TIMES

- ✓ Stay Alert!
- ✓ Follow all school rules and the code of conduct as normal
- ✓ Stay at least two metres apart from other people AT ALL TIMES
- ✓ Only one person per flight of stairs (wait until the person in front has reached a landing). ALWAYS follow the one-way system on the stairs, (do not use the library stairs)
- ✓ Avoid touching hand rails/door handles etc.
- ✓ Use hand sanitiser on entrance to the building and on entrance and exit from your classroom
- ✓ Use your own equipment only AT ALL TIMES
- ✓ Avoid touching your face
- ✓ If you cough or sneeze do so into a tissue which you must then place immediately into a rubbish bin
- ✓ Use hand towels to dry your hands in the toilets and use the Same towels to then open the toilet door so you don't touch it – place the hand towels immediately into a bin on return to the classroom
- ✓ Wear clean clothes every day

Other information:

It is vital that we have your up to date contact details. We are regularly sending out text messages to families about pupils completing the online register. If you have not been receiving these or you have recently changed your contact details please can you email these to info@bedfordfreeschool.co.uk so we can update our system accordingly.

Please be aware that no visitors will be routinely accepted at school as the reception area must be kept clear at all times. Any unexpected visitors, including parents, will be requested to leave the site immediately. All enquiries should be via telephone or email instead.

If you do have any questions please do not hesitate to get in touch. We are looking forward to seeing pupils and welcoming them back to BFS over the course of next week.

Yours sincerely,



Tim Blake
Principal