



Busbridge CE (Aided) Junior School  
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## Headteacher

Mr Richard Catchpole BSc (Hons) PGCE NPQH

Thursday 3<sup>rd</sup> September 2020

Dear Parents and Carers,

### Back to School Autumn 2020 – update #1

Welcome back to school for the new school year! As we are saying to the children, school is 'the same but different'. The key thing is though, they are back in school full time – back learning and playing with their peers. Our new Year Three children have adapted very well to starting junior school, showing a real desire to get stuck in to their work. Wonderful to see.

These Updates will be issued as needed. Their function is simply to inform you of key school information and guidance. To aid you in finding key information we will include necessary information in subsequent Updates: new information in any update will be *shown in italics*.

### Staffing News

I am sure you will join me in extending a warm welcome to the following new members of our staff team:

Miss Chloe Warner – Year 5 class teacher; Mrs Helen Banks – Year 4 class teacher (maternity cover); Miss Carys Martin (trainee teacher based in 3W).

Mario – our Premises Manager: It is with great sadness that we must inform you that our Premises Manager, Mario, retired at the end of last academic year. Mario has been a huge asset to Busbridge CofE Aided Junior School during his 26 years of employment, and we will miss him immensely. He has worked tirelessly with great dedication to staff and pupils. He is hugely popular with the whole Busbridge Junior community and will leave a big void to fill. We are very excited for Mario as he embarks on this new chapter in his life, and we look forward to him returning to see us in September so that the pupils and parents can wish him farewell in person. Thank you, Mario, for everything that you have done for the school. We will certainly miss you. If you would like to contribute to a farewell gift for Mario please do so via online banking, marking the payment reference 'MARIO'. The school HSBC bank details are as follows:

Account name: Surrey County Council Busbridge C of E Aided Junior School

Account number: 91210890

Sort Code: 40-22-12

### Work in the school over the holidays

Through the incredible hard work of our Friends of BJS PTA we have been able to significantly improve our ICT learning capabilities over the summer holidays. The PTA have funded a replacement upgrade of the PCs in our Computing suite, along with the installation of a clever touch screen. They have also funded the purchase of 20 Chromebooks. These will be used ASAP by all children across the school.

We have also had a major upgrade of security and safety lighting. This is hopefully something that we will never need to use, but it is there 'just in case'.

### Start of school times / Drop-off arrangements

- 8.50am start (gates open from 8.40am – changed from 8.45am): Year 6 and Year 4
- 9.00am start (enter school from 8.50am onwards): Year 5 and Year 3



Please do try and stick to these times as much as possible as arriving early can cause crowding in the small spaces outside the school. Can I also remind you that Years 3 and 4 enter the school through the main gate whilst Years 5 and 6 are entering through the Brighton Road gate.

### **PE Kit on PE Days**

This year we are asking children to come into school dressed in their PE kits on their PE days, and remain in their kits all day thus not needing to change their clothing during the school day.

PE days are as follows:

Year 3: Monday and Wednesday

Year 4: Tuesday and Friday

Year 5: Tuesday and Friday

Year 6: Wednesday and Thursday

There will be some weeks when certain year groups will have a PE lesson on a Monday instead. This is because we have a Sports Coach who is available to teach classes on a Monday to provide time for teachers to work with individual children in a 'catch up' capacity. In the weeks where there is a change to the above PE days due to this, we will communicate to you via the VLE and email. We will also share the timetable with Class reps who will be on hand with WhatsApp reminders.

### **Class Information Meetings**

Due to current restrictions we will not be holding in-school Class Information Meetings. Instead the teachers are preparing videos to share key information. These will be accessible via the school website from the week beginning 14.09.20.

### **Class / Learning Organisation**

- Children are asked to bring in their own supply of stationery so that they do not need to share.
- Homework: to reduce the traffic of paper and books between home and school we will be temporarily restricting our homework provision. More information to follow.
- Reading books: as above, we will not be having reading books travelling between home and school. The children will have an in-school reading book and an at-home reading book. We won't be using Reading Record books yet.

### **School Organisation**

- We are following the NHS Test and Trace guidance. In the event of a case in school we will close down that child's class, and possibly the other year group class as well. We will update you as and when we need to about any confirmed cases of Covid within the school community.
- Please note that the Boatie play equipment is not to be used by any children before or after school.

### **Parents on School Site**

- Thank you for keeping your presence on school site to an absolute minimum. This helps us all to avoid unnecessary contact. If you wish to contact the school office or your child's teacher please do so via email. All email addresses for the class teachers can be found on the school website [https://www.busbridge-junior.surrey.sch.uk/web/class\\_teachers/369892](https://www.busbridge-junior.surrey.sch.uk/web/class_teachers/369892) (click on the + sign next to the teacher's name). The school office email is [admin@busbridge-junior.surrey.sch.uk](mailto:admin@busbridge-junior.surrey.sch.uk).
- If you need to send any forms/letters etc into school please give to your child to hand into the class teacher.
- Face-to face conversations can be had if necessary at the end of the school day (Y3, Y4). If a longer face-to-face meeting is required we can facilitate this if necessary.



## Clubs

- Breakfast Club & After School Club have started up again for all children, with restrictions. If you wish to use this provision but have not yet booked please do so ASAP by emailing the club manager Jackie McPhail [jmcphail@busbridge-junior.surrey.sch.uk](mailto:jmcphail@busbridge-junior.surrey.sch.uk).
- After school clubs: a range of external clubs will be running, all with appropriate risk assessments and procedures in place. We will write to you at the end of this week with details of these clubs and the practical arrangements for each club.

It has been such a thrill seeing your children return to school. Despite some required Covid-modifications to our provision it promises to be a superb Autumn Term in school.



Richard Catchpole (Headteacher)

