



25<sup>th</sup> August 2021

Dear Parents/Carers,

We hope you have had a restful summer and your children are looking forward to starting school as much as we are looking forward to them joining us. Below are the final instructions for their first two days of school.

Your child's first day is the **2<sup>nd</sup> of September 2021**. This day and the following day will serve as transition days where they will have the opportunity to be fully inducted into life at Brooke Weston. They will spend the majority of their first day with their tutor and fellow tutees undertaking team building activities, reflection tasks and getting to know each other.

**Entrance and exit protocol for 2<sup>nd</sup> and 3<sup>rd</sup> September:**

**Please do not arrive before 08:35 if you are dropping your child off.**

When dropping your child off at school, please use the turning circle (the second right as you pass the school gates) to park. When picking your child up please collect them from main reception, this is through the staff car park.

Please may we ask you not to leave your vehicle at any point.

If your child is walking, they must also arrive at 08:35 at reception.

If your child is getting the bus, they will get the bus at the time indicated on the route card and can do this without a bus pass until they are issued their cards.

Your child will exit Brooke Weston at reception at 16:05. Again, your child can get the bus without their pass if this is their method of transport going home.

**Bus protocol:**

The bus routes including stops:

[Transport - Brooke Weston Academy](#)

Protocol is to recommend that students wear masks while travelling on buses.

**Breakfast and Lunch:**

A breakfast bar and a packed lunch will be provided on the 2<sup>nd</sup> and 3<sup>rd</sup> of September. A variety of sandwiches will be on offer including a drink and a snack. Your child may bring their own packed lunch if they wish. From the week beginning 6<sup>th</sup> September, students will require to have money on their card if they wish to purchase food from our restaurant and this can be done via Wisepay.

A link to menus and costing of our restaurant menu is below:

[Restaurant - Brooke Weston Academy](#)



### **Equipment needed:**

Students need to arrive in their full Brooke Weston Academy school uniform and bring with them a pencil case with pens, pencils, colouring pencils, ruler, rubber, a scientific calculator and plug in headphones. Your child will be assigned a locker so they must bring a padlock with them. A lock and key padlock is most appropriate then your child can give their spare key to their tutors.

**Students do not need to bring in PE kit for their first 2 days.**

A link to our uniform policy is below:

[Microsoft Word - Academy uniform \(brookeweston.org\)](https://www.brookeweston.org/microsoft-word-academy-uniform)

### **Year 7 residential and meet the tutor evening:**

We would like to invite you to our virtual 'meet the tutor' evening on the **12<sup>th</sup> September**. The virtual evening will consist of a recorded video presentation delivered by the principal welcoming you and your child to Brooke Weston Academy and a presentation detailing information on the upcoming Year 7 trip to the Pioneer Centre. This will then be followed by a narrated PowerPoint by your child's tutor. The presentations will be uploaded onto our website. You will be provided with the web address closer to the time.

You will then have the opportunity to book a 5 minute slot with your child's tutor via our virtual meeting system. You will be able to ask the tutor questions and go through current protocols within the school. Again you will be provided with instructions on how to access this and times closer to the date above.

Going forward, for the week beginning 6<sup>th</sup> September and beyond, your child will need to be in the building by **08:20** and ready for lessons at **08:35**.

If you have any queries please do not hesitate to contact the new Head of Year 7 for this academic year Mr Browne : [jbrowne@brookeweston.org](mailto:jbrowne@brookeweston.org)

Yours sincerely

Camilla Kerr  
Transition and Year 7 Lead