



# Blackfen School for Girls

Raising aspirations - releasing potential

Headteacher Matthew Brown BA(Hons) DMS(Ed)

Blackfen School for Girls,  
Blackfen Road,  
Sidcup, Kent.  
DA15 9NU

T: 020 8303 1887

F: 020 8298 1656

E: [admin@blackfen.bexley.sch.uk](mailto:admin@blackfen.bexley.sch.uk)  
[www.blackfenschoolforgirls.co.uk](http://www.blackfenschoolforgirls.co.uk)

10th June 2020

Dear Parents/Carers of Year 10 students,

We are looking forward to welcoming your daughter in to school from Monday 15 June on the dates specified for her. Plans have been put in place and these have been discussed with staff, teaching unions, the Local Authority and the governing body. As part of this process, there has been a full risk assessment carried out with an associated action plan. The governing body and Local Authority are happy with these arrangements and they have approved the opening of Blackfen School to more students, in years 10 and 12, as from Monday 15 June 2020. As previously stated, safety of staff and students will not be compromised as we begin subject specialist guidance and intervention. Government guidelines have been adhered to with no more than 25% of the cohort being invited in to school on any one day. The full risk assessment, which remains a working document and is, therefore, subject to ongoing review, will be available to view on the Covid-19 section of the website.

The purpose of students' time in school is for subject specialist teachers of English, Mathematics and Science to consolidate students' work, in order to supplement their learning at home. Lessons in school are not planned to start from where timetables stopped in March. Rather, they will focus on building-up students' learning habits and skills, from a context of isolation and independence to collective learning and specialist feedback. Teaching input is likely not to be with the students' usual timetabled teacher but all staff will be following the principles of the 'recovery' curriculum.

### Bubble information

Your daughter will be in a bubble with other students. She will be taught by 2 different teachers on any one day. Your daughter will be in school to focus on the following subjects over the 3 weeks. She will be allocated a set day over the three weeks and this information, together with her bubble name, room, start and finish times will be sent in a separate email to you via our 'Sims in touch' system.

***Please note that there is no movement allowed between bubbles.***

Week beginning	Subject 1	Subject 2
Monday 15 June	English	Mathematics
Monday 22 June	Science	English
Monday 29 June	Mathematics	Science

The key control measures for ensuring that the Covid-19 virus is not spread are:

- Frequent washing of hands with soap and water for 20 seconds and drying thoroughly with paper towels. This includes washing of hands when arriving at the school and before and after eating.
- Social distancing and avoiding any sustained contact and mixing with other student groups.
- Avoid touching of the mouth, eyes and nose.



- Good hygiene habits – “catch it, bin it, kill it” – when coughing and sneezing
- Regular cleaning of the areas of the school in use.

We will remind students of every day and frequently during the day. Posters will further reinforce these messages.

Below, I outline our expectations of your daughter and guidelines for parents/carers. Most of these expectations are due to safety and our action plan from the risk assessment.

Your daughter needs to arrive at school 5 minutes before her allocated start time. Start times are staggered for different students so it is vitally important that she is not too early and certainly not late. Your daughter should go direct to her allocated room once she has washed her hands and used hand sanitizer which is available in school.

We would rather students arrived at school by private transport and, as far as possible avoid using public transport. If your daughter has to travel by bus, then she must follow transport for London regulations on face coverings. The school car park will be open for drop off at the allocated time and for pick up at the allocated time. Please don't arrive too early to pick up in the afternoon and, if you have to park, please park with consideration for others. Your daughter must travel on her own to school (unless she is one of a twin or has a brother/sister in year 12 attending the same day or has a sister attending school as part of the vulnerable/children of critical workers group).

If your daughter is walking to school she should travel directly to school from home and must not congregate or meet with other students in the local area or outside the school gate.

Your daughter must wear school uniform but not a blazer. We accept that some students may have outgrown shoes so acceptable alternatives will be accepted. As far as possible these should be dark in colour and sensible. Please do not send your daughter to school wearing sliders. These are not appropriate for a school environment.

Your daughter should bring in a snack for a mid-morning break and she must bring her own water or drink in to school (no fizzy drinks please). There are no canteen facilities on site at this time. The fountains have been converted to taps so these can be used (with elbows) for refilling bottles. Social distancing will be observed at break and students will be allocated with a bench to sit on.

We have updated the behaviour policy to reflect the present situation. This is in the form of an addendum and this is attached to this letter and will be placed on the website.

In addition, there is a cleaner on site who will be cleaning areas, surfaces and handles and other touch points on a regular basis during the time the school is in sessions. Enhanced cleaning of the rooms and facilities used will take place every evening and on a Friday. To minimise contact with touch points, doors will be propped open.

We realise the anxiety that there may be around being in school for the first time in 12 weeks and staff will be available to support students. Furthermore, we recognise that, due to health reasons and self-



isolation/shielding, your daughter may not be able to be in school at this time. Some of you may have been contacted by your Student Support Officer about this.

Please let the school know, via the [admin@blackfen.bexley.sch.uk](mailto:admin@blackfen.bexley.sch.uk) email address as soon as possible if you do not wish your daughter to take up this opportunity for core specialist teaching over the coming weeks. If you have not notified us and your daughter is not subsequently in school, on time, we will contact home as a check. Please also use the normal attendance reporting procedures to contact the school if your daughter is ill on the day and is unable to attend.

I would like to thank you for all your work and continued work and make it clear again that the subject specialist teaching in school is to supplement your daughter's remote education over the next 3 weeks. I acknowledge that this has been, and continues to be, a very challenging time for us all. I would like to reassure you that our commitment is to the health and safety to staff and students at this time.

Please ensure that there remains ongoing dialogue with the school. Any feedback helps us to further improve.

With my best wishes to you and your family at this time. We look forward to seeing your daughter in school over the coming weeks.

Yours sincerely,



**Matthew Brown**  
**Head Teacher**

