



## BIRCHFIELD INDEPENDENT GIRLS SCHOOL

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Reg. Charity no: 1053283

Tuesday 14<sup>th</sup> July 2020

Dear Parents/Guardians,

Assalamau'alaykum warahmatullahi wabarakatuh,

I pray that you and your families are in the best of health, Imaan and wellbeing.

The last day of the school term will be Monday 20<sup>th</sup> July 2020 at 3.10.

As we approach the end of this extraordinary academic year, we are already looking forward to welcoming everyone back into school next term on **Thursday 3<sup>rd</sup> September 2020** at the normal school time of 8.35am and school will finish at the normal time of 3.10.

### Pupils' Safety

Since the announcement and subsequent information being published by the Government, I thought I should update you on the work we are doing to ensure we re-open safely for all our pupils and staff at BIGS next term. Actions we are taking are as follows:

1. Completing a risk assessment for full reopening which addresses all the points in the latest government and Public Health England guidance for schools.
2. Implementing the re-opening plan for all pupils where all risks are mitigated as far as possible.
3. In August responding to any further changes in the guidance in the days ahead.
4. Staff training will take place on mental wellbeing to equip staff to address any concerns and support pupils effectively. PSHE lessons will also take place on mental health and wellbeing.
5. We will be helping our pupils to reintegrate successfully together, which year 10 have already experienced with this term's partial return. Our staff have already started to look at mapping within their subjects to develop the sequence of learning for pupils across all subjects. We will also be looking at how we can deliver catch up interventions both during the school day and outside of the school day once gaps in pupils learning have been identified.
6. Assessments of pupils have been scheduled in September, therefore your daughter will be expected to do some revision in the holidays for the work done since January. This will assist us in identifying strengths and areas of improvement.

To reassure you, I have included information about how we intend to organise school to mitigate any potential infection, which is detailed in the school's risk assessment. Following Government guidelines, the plan we have put in place is as follows:

	Year 7	Year 8	Year 9	Year 10	Year 11
Stairways	Assembly area	Assembly area	Reception area	Assembly area	Reception area
Teaching Rooms	Art room	Room 17	Room 11	Room 16	Room 14
Social Space break time	Assembly hall Area A	Assembly hall Area B	Dining hall Area D	Assembly hall Area C	Dining hall Area E
Form tutors	Miss Akhtar	Miss Adam	Mrs Danti	Mrs Asma	Miss Saba
Entrance	Door C	Door C	Main entrance and gate in front	Door C	Main entrance and gate in front
Handwashing Station & Toilets	Main toilets ground floor	Main toilets ground floor	Reception toilets	Main toilets ground floor	Reception toilets
Lunchtime arrangements	12.30	12.30	12.30	12.35	12.35
Salaah arrangements	Assembly hall Area A	Assembly hall Area B	Dining hall Area D	Assembly hall Area C	Dining hall Area E
Wudhu facility	main toilets	main toilets	Reception toilets	main toilets	Reception toilets

1. Pupils will be expected to wash their hands upon entry and at points during the day.
2. Pupils will be expected to bring a mouth covering with them.
3. There will be a 1 metre+ distance between each pupil in the room and pupils to maintain the rule when walking to and from the lesson.
4. Follow good respiratory hygiene: coughing and sneezing into the elbow or tissue (catch it-bin it-kill it)
5. Pupils will remain in their allocated classroom/hall throughout their time at the school.
6. The surfaces and touched surfaces will be cleaned twice daily.
7. The room will be kept ventilated by the opening of windows.
8. Only one pupil will be allowed to the allocated washrooms at a time.
9. Walking around the school will be in single files and on the right hand side of the corridors and different classes will use allocated routes to and from their class.
10. Pupils are not to bring additional items to school apart from what they need for the lesson.
11. For break time your daughter may bring a snack or purchase a snack from the school.
12. As per school policy pupils will be expected to wear their uniform.
13. Pupils are expected to be in school on time and to leave the site as quickly and as safely as they can. Parents collecting pupils to wait away from school and on the opposite side of the road.
14. Each learning area will have antibacterial spray and wipes in order to continually clean areas such as tables, backs of chairs door handles.
15. Pupils will store their coats, bags and personal belongings under the table they will be working from.
16. Doors will be propped open to reduce staff/pupils touching communal surfaces. Unnecessary items will be removed from the classroom to reduce infection risk and assist in cleaning.
17. Pupils will not be able to share equipment.
18. Reminders to regular handwashing, social distancing and good respiratory hygiene will be placed all around school.
19. Pupils to bring their own prayer mats for Salaah time.
20. Microwave will not be available for warming food.
21. Pupils to bring their own lunch for the first week. This will be reviewed for subsequent weeks.

If a parent suspects or knows that their daughter is ill, they MUST NOT send them to school and will need to ring the school office to inform us. If anyone has a cough/temperature/feels unwell at school (showing signs of CoVid-19) parents will be contacted and they will be sent home. They will need to self-isolate for 7 days, or until tested negative. If a pupil is waiting to be collected, they will be kept in a room with the door closed and a window open. If a pupil or adult shows symptoms and tests positive for CoVid-19, then the whole family group that the pupil/adult is in must be sent home and they must self-isolate for 14 days. If other cases are then also confirmed at the school, then Public Health England will advise the school on next steps/possible closure.

Covid-19 is an ever evolving situation. Information is being published daily and we do not see it prior to it being made public so we only know what you know when you know it! We will adapt and make changes following any guidance as it is released.

We continue to be incredibly grateful for your support during this challenging time and are particularly looking forward to welcoming your daughters back to school in September.

Our prayers for you and your families as ever are that may Allah SWT keep us all safe and well and grant us ease in our matters, Ameen.

We are embarking on the blessed month of Dhul Hijjah and pray that we can reap the rewards, especially the first 10 days. May Allah accept our worship, deeds and Udhiyyah. We wish you all a blessed Eid and a peaceful break.

If you have any queries, please do not hesitate to contact school via email or mobile. Any safeguarding and wellbeing concerns can be made to Ms Zenab Hussain on [zenab.hussain@bigs.bham.sch.uk](mailto:zenab.hussain@bigs.bham.sch.uk), and for any other queries please email [admin@bigs.bham.sch.uk](mailto:admin@bigs.bham.sch.uk).

Wassalaam,

Mrs R Mogra  
Headteacher