



18th July 2024

Dear Parent/Carer

End of Term and September Arrangements

I would like to thank you for your support during this very busy term, and throughout the year. As we approach the summer holiday, this letter is intended to update you on plans and expectations for September, and to provide you with some important reminders.

Return to School

Following our recent transition week with Year 7 and inductions days with new Year 12, these year groups will return on Friday 6th September. All other year groups return on Monday 9th September.

Return Date	Years
Friday 6 th September 2024	Years 7 and 12 only
Monday 9 th September 2024	Years 8, 9, 10, 11 and 13

New school day - 08.30am to 15.00pm

As outlined in an earlier communication, from September our school day has changed slightly. The start remains at 08.30am, with the end of day now 15.00pm. Break time has been extended by 5 minutes to accommodate this change.

Recent actions and summer plans

Once again, our new Year 7 students joined Brookfield last week for a one-week period of transition and induction, whilst new Year 12 students recently completed an active induction.

During the summer over £710,000 of investment will take place to improve the facilities and accommodation at the school. This includes refurbishment of three Science rooms and one of our Art rooms. Phase 1 of 4 will commence on the main school building roof replacement, emergency lighting upgrade, CCTV upgrade in all areas and the artificial grass pitch surface will be replaced along with a lighting upgrade to LED. IT networks will also be upgraded with a DFE funded scheme called Connect the Classroom. After this summer's work, the total investment over the past 4 years will be over £3 million.

Parent Information Evenings

As part of our intention to keep parents and carers fully informed about developments and plans at Brookfield, we will once again be running Parent Information Evenings in the Autumn term. These involve a number of presentations from key staff on aspects of the school and the year ahead. I hope you will be able to attend. Please note that it is not intended that students attend these events. A separate letter will be sent in early September. The dates for these evenings are:

Date	Year
Thursday 12 th September 2024	Year 12 & 13 Parent Information Evening
Tuesday 17 th September 2024	Year 8 & 9 Parent Information Evening
Wednesday 18 th September 2024	Year 10 & 11 Parent Information Evening
Tuesday 1 st October 2024	Year 7 Parent Information Evening

Arrangements for September 2024

School will re-open for all students on **Monday 9th September**. All students should be at school by **08.25am**, ready to start lessons at 8:30am. Students have their timetable and planner and should know where to report to for Period 1. We will be starting our 2 week timetable in week 1. There will be a high staff presence to ensure students are supported to get to where they need to be.

Expectations for September

Once again we are keen to make a very strong start in September and, to this end, we want all students and families to be aware of our expectations from next term. Our rules regarding mobile phones are the same – we retain a phone free school.

Uniform

Brookfield students look incredibly smart in their uniform. Exemplary standards of appearance and dress support our commitment to excellence. All students are expected to adhere to the uniform and equipment policy at all times. Details of our school uniform policy can also be found on the school website [here](#). Uniform – including a wide range of PE kit - can be purchased directly from our suppliers, **Gogna** and **Just-Schoolwear** (contact details on our website). Please note that school shoes should be plain black and of a formal style with flat heels. We do not allow boots or trainer style shoes.

Unidentifiable lost property is located in the Pastoral Office. Please could parents ensure that names are written in all items of uniform.

Items not permitted

A reminder that some items of clothing, dress and equipment are not permitted in school. Fake nails are not allowed, along with fake tanning agents and facial and body piercings. Unnatural hair colour is not allowed. Aerosol deodorants should not be brought to school. We appreciate parents' support in ensuring students come to school properly dressed and equipped. Please see our website [here](#) for further information.

Pre-loved Uniform Scheme – donations required

Last year we established a pre-loved uniform scheme and I would like to thank families for the generous way in which they embraced this programme. We are able to support families with uniform from the donations we receive. To support our families further, we make available pre-loved uniform items, which not only support the families in need, but also help towards achieving reduced carbon emissions.

We recognise that purchasing uniform in the current financial climate can be challenging. We constantly review the cost and the quality of the items provided by the school suppliers, to ensure they are value for money and sourced responsibly and ethically.

In order to make this possible we are requesting donations of clean, pre-loved uniform. These can include blazers, shirts, skirts, trousers, school jumpers, ties and PE kit. Items will be made available to families within our school community.

If you are in a position to donate any of the above items, rather than disposing of them in landfill, we ask that your child brings them in a bag to the Pastoral Support Office when they return to school in September. Uniform donations from ex-students can be dropped off in main reception. Any family that believes they would benefit from this scheme should contact the Pastoral Support Office via email at PastoralSupport@brookfieldcs.org.uk

Mobile phones

Our policy remains that mobile phones, ear buds/music headphones are **not allowed on school premises**. This rule **does not include** if your child is required to wear ear defenders for medical reasons. If you wish your child to have a mobile phone with them, we expect the phone to be turned off and in their school bag from the point students enter the school premises until the end of the school day when they leave school premises. These changes have been carefully considered with the aim of better safeguarding our students and supporting their overall health and wellbeing. Please note the following sanctions:

- If a student is seen with a mobile phone or ear buds/music headphones, these items will be confiscated and kept in a secure location until the end of the school day.
- If the student refuses to hand over their mobile phone or ear buds/music headphones, parents will be contacted and the student may be removed temporarily from lessons until our expectations are met.
- For repeated breaches we will ask the parent to come into school to collect the items.

By adopting this practice we are ensuring that we create a safe environment that is free from distractions and conducive to students' academic success and continued emotional wellbeing.

Equipment

Please ensure that your child has the correct equipment and materials. They will need the following:

- Clear pencil case including standard stationery equipment: 2 x black pens, green pen, pencil, eraser, ruler, highlighter pen, glue stick, non-permanent marker pen (for use with mini-whiteboards – provided by school)
- A suitable bag, large enough to hold all the equipment plus PE kit
- A reading book for tutor time and DEAR sessions
- Water bottle – students have access to chilled, filtered water dispensers

Brookfield Parents and Friends Association (BPFA)

The BPFA has once again been incredibly supportive of school this year. This has involved raising funds for a number of whole school projects. These include:

- New sound system in the main hall
- Subject specific equipment
- Contribution to the new school minibus

The BPFA is always keen to welcome new members. More information can be found on the attached leaflet. Please contact BPFA@brookfieldcs.org.uk if you are interested in getting involved.

School Meals - 2024/2025

There will be some small changes to the structure for school meals from September as follows:

Meal	Price
Two courses plus a drink (small bottle of Radnor water)	£3.55
A two course meal deal (without a drink)	£3.30

GCSE and A Level Results and Enrolment into Brookfield 6th Form

You will not be surprised to learn that Year 11 and Year 13 students conducted themselves in exemplary fashion throughout the whole examination period. They now eagerly await their results this summer. Results days are as follows:

Exam	Date	Times for collection of results
A Level	Thursday 15 th August 2024	08.30am to 10.30am
GCSE	Thursday 22 nd August 2024	08.30am to 10.30am

Results will be handed out in the Main Hall. Students should access through main reception. After collecting their results, Year 11 students will be able to enrol into Brookfield 6th form and our team of staff will support them through this process.

And finally, we have some staff leaving us this week for pastures new. Mrs Agar, Teaching Assistant at Brookfield for 23 years, and Mrs Laing, Administrative Assistant for 21 years, both leave us for well-earned retirements after many years of outstanding service to the school. Also, cover supervisor and Geography teacher Miss Thomson leaves us after 2 years to take up a position as Humanities Teacher at Sutton Academy. On your behalf I would like to thank them for all their commitment at Brookfield and wish them the very best in their retirement and next steps.

As always, thank you for your support of school throughout this year. I wish you all a safe and happy summer break.

Yours faithfully



Mr K Hirst
Headteacher

Enc: BPFA Flyer