

Date: 23rd July 2020

info@brooklands.ac.uk www.brooklands.ac.uk

Return to College Site – September 2020

Dear Students, Parents and Guardians,

I am writing to inform you of the methods of curriculum delivery we are proposing for when we return to site in September. We have been following the Governments updates carefully and have made sure that the safety of students and staff have been at the forefront of our minds when deciding how we will return to college.

Enrolment

- The enrolment process will be completed online this year.
- Progressing students will be enrolled automatically following their progression review with their teachers.
- New students to the college will shortly be receiving a date and time when they can expect a phone call from the College to confirm their qualifications and main course of study.

Induction

- We will be asking a number of groups to attend a health and safety induction onsite on either the 1st, 2nd and 3rd of September.
- The induction will aim to introduce new students to the college site and to inform returning students of the changes in day to day operation regarding to behavior on site, one-way routes and the use of shared facilities etc...
- This should last no more than two hours and has been planned to ensure that the number of students on site at any one time is reduced.

Return to Teaching

The new academic year will begin on the 7th of September 2020. In order to comply with government regulations and to ensure our staff and students are safe we will be operating a one week in, one week out, teaching model for at least the first six weeks. This means that students will be required onsite for one week, being taught traditional face to face lessons and the following week will receive remote teaching through video conferencing so that the student is not required on site and can work from home. Once enrolled we will communicate via email the student's timetable, and the weeks they are due into college. This will also be communicated at enrolment.

Please be aware that not all students will be required on site for the week beginning the 7th September, however if they are not, they will be expected to attend remote sessions (there will be training for this during induction).

We understand that some students may not have access to appropriate IT facilities in order to access the remote lessons, so we are busy planning to increase the College's IT facilities to ensure that no student is disadvantaged by this model of delivery. If you could click the following link [here](#) and complete the short survey it would help us determine what support each student will need.

Expectations and Behaviour

There will be a strict behaviour policy in action from September which we will expect students to follow, in order to keep themselves and others safe. This will be outlined to them at their induction and there will be zero tolerance for non-compliance.

Thank you for taking the time to read this. If you have any questions or concerns at all then please feel free to contact the Assistant Principal, Simon Lovegrove simon.lovegrove@brooklands.ac.uk who would be happy to help.

I hope you have a restful summer and look forward to seeing you in September.

Yours faithfully,



Christine Ricketts
Principal
Brooklands College