



Sutton Coldfield Grammar School for Girls

Dear Parents/Carers,

We hope that you and your family have had a safe and enjoyable summer and we are looking forward to welcoming your daughter to Sutton Coldfield Grammar School for Girls tomorrow. We wanted to let you know about the arrangements for your daughter's first day and to answer some of the frequently asked questions we have received this week.

Start and Finish Times

Year 7 students are asked to arrive to school between 8.50am and 9.00am and will finish at 3.30pm. We will be at the school gate to meet Year 7s on their first day and take them to their entrance door into the school building. We do not allow parent cars on the school site either before or after school and request that parents do not enter the school site if bringing or collecting their daughters. Please be respectful of our neighbours if parking on local roads.

Uniform

We ask that students come dressed in full school uniform tomorrow. PE kit will not be needed. Students receive their timetables as part of the induction day and will then know which days they have PE moving forwards.

Security Passes and Lunches

Students will receive their security passes (which double up as payment cards for the canteen) on their first day. If you have not been able to send a passport photo of your daughter into school, please can you email one to enquiry@suttcold.bham.sch.uk or send in with your daughter tomorrow.

Parents will receive account details which will enable the cards to be topped up remotely. On the first day, we will set up the accounts to enable students to use their cards to purchase food with the amount spent being debited from their accounts. Students can also bring sandwiches etc to school, but please ensure that no products containing nuts are brought in.

Face Coverings

All students and staff are advised to wear face coverings when in communal areas and moving between lessons. We request that the face coverings are plain. A small plastic sealable bag should also be brought into school for safe storage of the face covering during lessons.

Stationery

Recommended items to have in a pencil case which is easy to keep clean: 2 blue or black pens, 2 pencils, pencil sharpener, rubber, ruler, coloured pencils, a few coloured pens, highlighter pens, a pair of compasses, protractor, scientific calculator (for Year 8-13 students), paper scissors and a glue stick.

Headteacher: Dr Barbara Minards

Jockey Road, Sutton Coldfield, West Midlands, B73 5PT

tel: 0121 354 1479 | fax: 0121 354 9418 | email: enquiry@suttcold.bham.sch.uk | web: www.suttcold.bham.sch.uk

Sutton Coldfield Grammar School for Girls Academy Trust trading as: Sutton Coldfield Grammar School for Girls | Registered in England No. 7543893



Sutton Coldfield Grammar School for Girls

Other Information

Year 12 & 13 are forming a 'sixth form bubble', making six bubbles in total: Y7, Y8, Y9, Y10, Y11 & SF. There are staggered arrival and finish times with six different identified entrances for each bubble:-

	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12/13
Arrival Time and Entrance	Please arrive between 8.50 and 9.00am	Please arrive between 8.35 and 8.45 am	Please arrive between 8.50 and 9.00am	Please arrive between 8.50 and 9.00am	Please arrive between 8.35 and 8.45 am	Please arrive between 8.35 and 8.45 am
	Hub Entrance (Left Hand Door)	Hub Entrance (Left Hand Door)	Door by Caretakers Office / Rm 7	Driffold Entrance (between Rm 1 & Mu Rm)	Rear of Driffold (Door by stairs leading to Rms 35-40)	Main Entrance
End of School	3.30pm	3.20pm	3.30pm	3.30pm	3.20pm	3.20pm (or 2.20pm if no P6 lesson)

Please plan travel arrangements to accommodate the staggered start and finish times and we encourage everyone to seek alternatives to public transport wherever possible.

We have three separate catering venues with staggered break and lunch timings for the six bubbles. Hand sanitiser is available in all classrooms and at several places around school and we have clear procedures in place should students or staff display symptoms of coronavirus.

Form rooms are located together enabling the bubbles to be maintained. For many subjects, Years 7-9 students will be taught in one classroom and teachers will move to those rooms. Wherever possible, teaching rooms have been set out with desks facing forwards. In those classrooms, students' desks have been set out as far apart from one another as has been possible, and student desks are placed at least 2m from teachers' desks and whiteboards in each room. Students will move to be taught in specialist rooms (Art, DT, PE etc).

We are advising that students do not use lockers this term. On days that they have PE, students are asked to come to school in their PE kit. We have a one-way system in place which will incorporate the use of outside spaces. Students are therefore encouraged to bring a waterproof coat to keep which they will keep with them for when they are required to go outside. On students' first day back in school, each bubble will have a separate guided tour around the school site providing the opportunity to familiarise everyone with the one way system.

Whilst there will be hand sanitiser available in all classrooms and at various points around the school site, we recommend that students bring their own small bottle of hand sanitiser and a pack of tissues.

We look forward to welcoming your daughters tomorrow

Yours faithfully

Dr B Minards
Headteacher

Headteacher: Dr Barbara Minards

Jockey Road, Sutton Coldfield, West Midlands, B73 5PT

tel: 0121 354 1479 | fax: 0121 354 9418 | email: enquiry@suttcold.bham.sch.uk | web: www.suttcold.bham.sch.uk

Sutton Coldfield Grammar School for Girls Academy Trust trading as: Sutton Coldfield Grammar School for Girls | Registered in England No. 7543893