

17th July 2020

Dear Parents / Carers,

We have now come to the end of this extraordinary year; one that goes without precedent in our lifetimes. Despite the challenges, the school community continues to thrive, mainly due to the strength of the community and the excellent partnership between staff, parents and students. We have very much missed our students through the latter half of this academic year and fully look forward to welcoming them all back to the school site for regular lessons in September.

As previously mentioned, we are currently finalising our extensive reopening plans and updating our risk assessments to ensure that all members of the school community can return safely and with full confidence.

Alongside our reopening plans we will be publishing a parental handbook for each year group that we believe will help to effectively guide you through the academic year. However, I fully appreciate that many parents and carers will be planning ahead at this stage so I am sharing key information that may help your decision making.

I would be grateful if you could take time to go through the information in this letter in preparation for your son/daughter starting back at Vyners in September.

Return to School in September

We have planned a phased return to school this year, which will allow for induction processes to take place for specific year groups as well as staggered start and finish time to help to protect the integrity of each year group bubble.

Parents are reminded that there is no routine vehicle access to the school site in order to drop off or pick up students.

Thursday, 3rd September

Year 7 students start school at **9.00am**.

Their day will be focused on their induction into the school's systems and procedures. They will finish their day at **2.45pm**.

Vyners School
Warren Road, Ickenham,
Middlesex, UB10 8AB
Tel **01895 234342**
Fax **01895 237955**

office@vynersschool.org.uk
www.vynersschool.org.uk

Mr Gary Mullings BA (Hons)
Headteacher

Year 12 students will start school at **9.15am**.

The day will start with an introductory talk followed by the commencement of lessons. The day will conclude at **2.30pm**.

No other year groups will be on site during that day.

Friday 4th September

Year 7 students start school at 8.30am. This will be a shortened day and will **finish at 11.40am**.

Years 8-11 and 13 will have a late start during the day of Friday 4th September. The aim is to enable students to spend time with their tutor to receive timetables, student planners and familiarise themselves with the school's Covid-19 protocols. The start and finish times for each year group will be as follows:

Time	Year group	Detail
11.30am – 1.00pm	Year 10	Enter via top gate
	Year 11	Enter via bottom gate
12.30pm – 2.00pm	Year 13	Enter via top gate
1.30pm – 3.00pm	Year 8	Enter via top gate
	Year 9	Enter via back gate

Year 12 students will not be in school on this day.

The first full day of lessons for all students will be Monday 7th September.

Adjustments to the School Day

We are currently finalising our plans for the full reopening of the school in September. As part of these plans we will be making adjustments to the school day that will allow us to limit the mixing of children across different year group bubbles. This will include staggered start times as well as staggered breaks and a staggered end to the day. The final arrangements will be published as part of our reopening documents in August.

Punctuality and Attendance

All students are expected to be on site at least 5 minutes prior to their year group start time. Excellent attendance is something we work very hard on and contributes to raising standards of achievement.

Permission for leave of absence for holidays during term time will not be granted and we trust all families will respect this and not take their son/daughter out of school for this reason. A full list of term time dates for 2020-2021 is shown [here](#) for your use in organising family holidays outside these dates.

There is a formal process for requesting leave of absence. Letters must be addressed to me at least two weeks prior to the date of the absence.

Uniform and Appearance

We have spent a lot of energy improving school uniform standards over the past seven years; students have embraced the improvements and I am very proud of their appearance. Visitors to the school always comment on how smart our students are.

Students are expected to wear the uniform correctly which includes top buttons being done up, ties worn correctly with the crest below the knot, shirts tucked in and, for girls, skirts of the correct length. There are some girls who have clearly 'outgrown' their skirts. They must reach the top of their knees – if this is not the case, a new skirt will need to be purchased for September.

Please ensure shoes meet the high expectations of the Vyners' uniform policy. Kicker boots, Vans leather trainers or similar styles are not acceptable and could lead to you making an expensive mistake.

A full uniform list is attached to this letter. I would be grateful if you could spend time checking the uniform lists carefully to ensure your son/daughter arrives properly dressed. The link to the uniform page on the school website can be found [here](#). The page includes details of our uniform suppliers. Beat School Uniforms will be operating a [pop up shop](#) at the school for three consecutive weeks in August. Please note that use of this facility will be by appointment only.

Equipment

It will be even more essential that students have the correct equipment with them every day. The sharing of equipment will be prohibited. The summer holiday is an ideal time to replace those broken rulers, protractors, rubbers, pens or pencils.

Essential Equipment List:

- 2 x blue/black pens (we recommend black as this colour is now exclusively used in examinations)
- 1 x green pen (ReAct work/self and peer assessment)
- Sharpened pencil
- Eraser
- Ruler
- Suitable pencil case
- Calculator and maths set
- Glue sticks
- Safe scissors

Staffing

This summer we have a number of staff who are at a point in their careers where they have been fortunate to gain promotion to posts in other schools and some who are either relocating to other parts of the UK or have chosen to retire. We say a very fond farewell to them and wish them every success in the future:

Hinal Bhudia	SL Maths
Maurice Keller	Assistant SL MFL
Raad Alsaraf	Maths
Harps Matharu	Business Studies
Claire Kemish	Marketing and Display
Amy Lloyd	Transition teacher
Allison Howard	SEN LSA
Fiona Parrott	SEN LSA

Negin Sharma	Learning Supervisor
Carole Toleon	Learning Supervisor
Retiring	
Louise Beale	SEN Administrator
Christine West	Finance Officer
Wendy Green	Attendance Officer

The reputation of the school means we have been able to appoint outstanding replacements for staff that are leaving and we are fully staffed for September. I would like to say a very warm welcome to the following staff that will join us at the start of term:

Adrian Wixcey	Mathematics
Natalie MonConduit	Computing
Orla Kelly	MFL
Ryan Heath	Geography
Calum Hey	Geography
Deborah Goode	English
Rizwan Mayet	Economics
Ann Martin	SEN LSA
Tim O'Grady	SEN LSA
Jackie May	HIRB LSA

I am sure these members of staff will be extremely happy at Vyners School and I look forward to working with them in September.

Finally, I would like to congratulate all our students on working so hard throughout this disrupted year. I would also like to thank the staff for their efforts and the help they have given students, particularly at a time when many have been having to manage their own family circumstances and would also thank all parents and carers for their continued support. Finally, I would like to thank the Governing Body for their commitment to the school throughout this year. Their support has been invaluable.

Have a very enjoyable summer holiday and I look forward to seeing everyone in September.

Yours faithfully,



Gary Mullings
Headteacher

School Uniform

All Pupils

School blazer	Must be worn in school by all students.
School tie	Must be worn by all students and should be of a length that the Vyners school logo is visible in full below the knot when tied.
Plain white shirt or blouse	A collar suitable for a tie, must be tucked into the waistband of the skirt/trousers, all buttons should be done up, including the top button.
Jumpers	Must be an official Vyners style with a Vyners logo on the front.
EITHER - Plain black trousers	Smart, suit-style and have a waistband. No jeans
OR - A Vyners-approved pleated school skirt:	Knee length in plain dark bottle green to match the blazer, should not be folded or rolled over at the top.
Socks/Tights	Plain black or dark grey socks should be worn with trousers. With a skirt, white ankle socks, knee length white or grey socks or opaque black tights. Flesh coloured tights are not permitted.
Shoes	Plain black, leather (or synthetic leather-effect), flat, with closed toes and heels, soles may not exceed 1cm, trainers, boots, sandals, open front or sling-back style shoes are not permitted
Earrings	One small gold or silver stud only, in each ear
Nails	No gel or acrylic nails are allowed. No nail varnish.

Sixth Form Dress Code

The emphasis is on smartness. Students must dress as you would if you were working in a smart office environment.

- A suit jacket must be worn when walking around the school, as well as for assemblies and other formal occasions. Students should wear a suit or jacket and trousers or skirt, a shirt and tie or blouse / plain top. Skirts should be of a sensible length. If a jumper is worn then it should be a V neck, and should fit under a jacket.
- An official Vyners practical uniform can be worn for relevant subjects. This comprises a Vyners hoodie, plain black tracksuit bottoms and plain black trainers.
- A lanyard must be visible at all times when moving around the school.
- Outdoor coats should be plain with no designs or logos and must be removed in the school building.
- No hoodies, sweatshirts, jeans or trainers are permitted.