

Orchard School Bristol

Filton Road Bristol BS7 0XZ

T. 0117 377 2000

E. info@osb.school

www.osb.school



Headteacher: Mrs Julia Hinchliffe MA (Hons), MA, NPQH

INSPIRE TODAY, EMPOWER FOR LIFE

13 July 2020

Dear parents and carers

I hope you and your families are well. We are now in the last week of term and your children are finishing off another year of school – with a very different last 4 months due to Covid-19.

Thank you for your continued support during this time. All of our teachers and pastoral staff have made rapid adaptations to ways of working, providing home learning, phone calls and emails, and Free School Meal vouchers for numerous families too. Many parents have told me they have found the support very helpful, and we are continuing to improve the way we work all the time, so your feedback is always welcome on info@orchard.tila.school. We are excited to welcome our new Year 7s and hope that Year 6 parents are looking forward to becoming part of our Orchard family too.

This letter contains some important information, so please do read on. Heads of Year are sending out videos with the key information to current parents, so this will be another way of communicating the information. You can find all our letters to parents on the website too www.orchardschoolbristol.co.uk under the tab "Parents" then "Letters Home".

School is closed for students at 3pm on Wednesday 15th July for the summer. Thursday 16th July is an INSET day for staff. The school switchboard closes on the 16th, but you can email in any enquiries which will be picked up towards the end of August on info@orchard.tila.school. All children will be back at school in September, and this letter provides details of the dates/times your children start back with us and what this will look like.

We understand that some of you may be feeling anxious about your children returning to school in September. As you know, the government has asked us to ensure that all students are back in education, so all students on our roll must come back into school. If your child is shielding for their own specific illness, then please contact your Head of Year and we can talk through together how to enable your child to return safely. The plans we have put in place for social distancing and hygiene should reassure you that the school will be as safe as possible for your children. Details of these plans and an attendance leaflet are included in this mailing pack.

For students in Years 7-10 currently, you will also find your child's tutor details, information about House names, your child's report and any House Points Certificates your child may have gained during the lockdown period.

I wish you all the very best for a healthy and safe summer break, and look forward to welcoming you back into our Orchard family in September.

Yours sincerely

Julia

Hinchliffe,

Headteacher



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House Names and House Champions

The House names have now changed. Students in Years 7-10 voted (over 460 votes were cast, so this was an excellent turnout) and the names of 4 orchards were selected. Each House has a House Champion whose aim is to generate fun and competition between Houses, encouraging students to take part and earn house points. We have appointed our House Champions ready for 2020 as well.

Blue House (Ricart) – now is Avalon. The House Champion for Avalon is Mr Fisher, Sports and Health teacher, who has developed the Orchard Garden in our school grounds and will be supporting our Eco-Schools programme.

Yellow House (Dunmore) – now is Butterfield. The House Champion for Butterfield is Miss Hardy, Maths teacher, who also has been helping our school gain the Bristol Healthy Schools Award.

Green House (Pethick) – now is Dorchester. The House Champion for Dorchester is Miss Byron, Languages teacher, who also leads our Anti-Bullying team.

Red House (Dirac) – now is Wisley. The House Champion for Wisley is Mr O'Donovan, History/Humanities teacher, who will be supporting our school to obtain the Unicef 'Rights Respecting' Award.

Further details about the orchards are included below, if you wish to read more.

<p>AVALON</p> <p>Avalon was known in Latin as “insula pomorum”, or “the isle of apples”, due to the very large number of fruit trees in the area. Avalon was run by 9 sisters whose natural farming methods enabled its inhabitants to produce all the major items they needed to sustain themselves (including grain, grape and apples) and live long lives. According to legend, Avalon was the place where King Arthur’s sword, Excalibur was forged. Today Glastonbury in Somerset, the centre of Avalon, is known as a centre for healing, myths and legends.</p>	<p>BUTTERFIELD</p> <p>Butterfield Green is a community orchard, developed from community project funding, and is based in Hackney, London, as “a place for everyone”. Run by people from all heritages, with support from the charity “The People’s Trust for Endangered Species”, Butterfield proves that orchards can provide green space and learning opportunities for everyone in the community. It is now one of the most successful community orchards established this century in England, and has won a British Urban Regeneration Award (BURA).</p>
<p>DORCHESTER</p> <p>Thomas Hardy was born in 1840 just outside Dorchester in a small cob and thatch building. He wrote <i>Under the Greenwood Tree</i> and <i>Far from the Madding Crowd</i> during this time. In the grounds of his childhood home, you can see the trees which provided cider for the adults and tree-climbing games for children. Hardy and his siblings loved climbing these trees, and this orchard, with its mix of eating apples, cookers and cider apples, inspired many beautiful lines of poetry and prose. Hardy’s cottage now attracts visitors from all around the world.</p>	<p>WISLEY</p> <p>Wisley has harnessed science and nature, to create incredible gardens and orchards that are known world-wide. The fruit trees are managed organically and interplanted with cornfield annuals to attract beneficial insects. For an apple tree to fruit well, it needs to be pollinated by neighbouring trees that flower at the same time. For that reason, many of the apple trees were re-planted in the 1950s and arranged according to their season of ripening. With over 1300 types of fruit, RHS Wisley has been described as a “living library” of fruit, and can be found near Woking in Surrey.</p>

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First week in September

To support the transition of Year 7 students into school, we are providing a staggered start in September. This first week is VERY important, so please make sure any holiday/quarantine expectations do not stop your child coming in to school in the first week. From 2nd – 4th September students will:

- Meet/Reconnect with their tutor and teaching staff
- Build relationships with students in their class and make new friends
- Learn all the rules around social distancing and hygiene
- Understand their new timetable and movement around the building at breaks/lunches
- Get a full introduction to the new Microsoft packages and email that all students will be using from September
- If in Years 8-11, transfer all their Google files into Microsoft
- Have time in tutor groups to catch up with learning/pastoral concerns and have a warm and welcoming start to the year

Please note that students are coming in at different, staggered times. Students **MUST** arrive promptly at the correct time, as this is part of our social distancing measures, and we cannot mix bubbles. Students who arrive later than their normal entrance time will have to socially distance with a member of the Senior Leadership Team outside Main Reception, until it is safe to sign them in late at this entrance.

Tuesday 1 st September	INSET Day	All day	No school for students
Wednesday 2 nd September	Year 7	8.20am	Sports Gate Entrance (by the primary school) then walking to the Dining Hall Entrance (lots of staff will be available to help)
	Year 11	8.40am	CLC Entrance
	Years 8, 9 and 10 – no school		
Thursday 3 rd September	Year 7	8.20am	Sports Gate/Dining Hall Entrance
	Year 10	8.30am	Sports Gate/Library Entrance
	Years 8, 9 and 11 – no school		
Friday 4 th September	Year 7	8.20am	Sports Gate/Dining Hall Entrance
	Year 8	8.20am	Student Entrance
	Year 9	8.30am	Student Entrance
	Years 10 and 11 – no school		
	Year 7	8.20am	Sports Gate/Dining Hall



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Monday 7 th September and every day after this			Entrance
	Year 8	8.20am	Student Entrance
	Year 9	8.30am	Student Entrance
	Year 10	8.30am	Sports Gate/Library Entrance
	Year 11	8.40am	CLC Entrance

We have high expectations for good behaviour and polite language between students and with staff. We recognise that some students may take time to reconnect with school and routines, and so we will ensure they are supported within their bubble. During the day, we have our Social Emotional and Mental Health team ready to help, along with the Pastoral Manager and senior staff.

Students are strongly encouraged to walk/cycle to school. If you need to use the bus, then please follow hygiene expectations, which is currently to wear a mask. On arrival at school, this 'travel' mask must be removed and bagged hygienically. Current government guidance is that students and staff do not need to wear masks in school. If you feel your child needs to wear a mask in school due to previously being in the 'shielding' category, then they would need to bring in a second mask for use inside, and please let your Head of Year know via email.

If you bring in your child by car, please note that the car park is **not** suitable to turn around in, as we have children with disabilities and primary children who need more support coming in at the same time. Please do not drive into the car park, but instead drop your child in a nearby road so they can walk the last minute or so into school.

Online learning

We are recognising just how important it is for our students to be using laptops for their work in school and at home. Covid-19 has changed the way we work in schools, and probably brought the inevitable move to online learning forward. Through online learning, students can access some brilliant maths, science, English, Humanities and Language learning sites, and students find it much easier to access homework which is set online by teachers, along with lesson PowerPoints which they can revisit.

For those of you who might be able to purchase/arrange a laptop for your child to use at home, this is really recommended. We do recognise, though, that this is a difficult time for many of our parents/carers who may have been affected by furlough or job loss, and that looking at purchasing a laptop will be impossible right now. For those of you who are not in a position to provide a laptop, please do not worry. We are looking into ways that students could hire one from school. We still don't have the full details of this yet, but will share with you when we can. In the meantime, we have purchased more laptops for students to use at school. These are simple Chromebooks or Winbooks (Windows-based laptops). Homework club will be available after school from 3-4pm every day in the library where students can use a laptop to complete homework.

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School in September

School will feel a little different in September, but we believe the students will enjoy the new experience. We have arranged clear social distancing and hygiene measures which should reassure you that we are making the school as safe as possible for your children.

Students will be taught in large bubbles – their year group, which we are calling “villages” as they are in different areas of the school. Students will be given a badge to wear which indicates which village they must stay in; students must wear this badge on their blazer as part of our uniform and distancing requirements.

Each village has a suite of rooms, and students MUST stay in this village unless directed by members of staff. All lessons are in the village and specialist staff move to the students' rooms. Students may move classroom for some lessons (eg they may change to a different classroom in their village for a Maths lesson). The Pastoral Manager and Head of Year are based in each village and are there to support students. Separate toilets are allocated to each village too. Additional interventions such as reading and maths support are based in each village. The Independent Study Room (RTL) is also in each village, alongside social emotional and mental health support for students who may need additional help.

Due to having 3 separate lunches, we are unlikely to be able to manage a meal service at break time. Student should therefore bring a snack and water bottle from home for their break time. Water bottles can be refilled during the day at designated areas.

Curriculum Intentions

We intend to provide the fullest curriculum possible to students. Students in Years 7, 8 and 9 will still have their full set of lessons, including Art, Design Technology, Drama, Music, Science practicals, PE and Languages. Some of the activities that we have done in the past may be changed to ensure social distancing, but the learning should not be affected.

PE will be once a week for students in Years 7, 8 and 9. PE will be outside all year, unless the weather is terrible, so students should be prepared by having plain black base layers and the training top with their school PE kit, in case of cold weather. With our planned outdoor curriculum, we would strongly advise that your child bring a lightweight rain jacket to help against the elements if rain is forecast.

We will follow national guidance regarding the sports and activities we can teach from both the government and the relevant sporting bodies. As soon as it is possible we will aim to resume team sports, sports clubs and other activities.

In Years 10 and 11, physical activity will be by choice, and supervised, at break/lunchtimes. We are aware that students are likely to have some learning gaps and we want to help students catch up through interventions instead of their weekly PE session.



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All students still have 5 lessons per day, but with staggered breaks and lunches. Lunch is served in both the Dining Hall and Assembly Hall for different year groups.

	Year 7	Year 8	Year 9	Year 10	Year 11
VILLAGE	ADT Ground/Lower Ground floor	Ground floor (ex-Maths)	Ground floor (ex-English)	First floor (ex- Humanities)	CLC
Colour	Orange	Purple	Turquoise	Dark red	Silver
Arrive at school	8.20am Sports Gate/Dining Hall Entrance	8.20am Student Entrance	8.30am Student Entrance	8.30am Sports Gate/Library Entrance	8.40am CLC Entrance
Tutor time	8.30 – 8.50am	8.30 -8.50am	8.35 -8.50am	8.35 -8.50am	8.40 -8.50am
Lesson 1	8.50 – 9.45	8.50 – 9.45	8.50 – 9.45	8.50 – 9.45	8.50 – 9.45
Lesson 2 and Break	9.45 am Break in Dining Hall Lesson 2 10.05 – 11.00	Lesson 2 9.45 – 10.40 Break 10.40 – 11.00 in Dining Hall	Lesson 2 9.45 – 10.40 Break 10.40 – 11.00 in Assembly Hall	9.45am Break in Assembly Hall Lesson 2 10.05 – 11.00	Lesson 2 (first half) 9.45 – 10.10 10.10am Break in Dining Hall Lesson 2 (second half) 10.30 – 11.00
Lesson 3	11.00 – 11.55	11.00 – 11.55	11.00 – 11.55	11.00 – 11.55	11.00 – 11.55
Lesson 4 and lunch	11.55 – 12.30 Lunch in Dining Hall (25 mins) and then outside 12.30 – 1.25 Lesson 4	Lesson 4 (first half) 11.55 – 12.25 12.25 – 1pm in Dining Hall (25 mins) and then outside Lesson 4 (second half) 1 – 1.25pm	Lesson 4 (first half) 11.55 – 12.25 Lunch 12.25 – 1pm in Assembly Hall (25 mins) and then outside Lesson 4 (second half) 1 – 1.25pm	11.55 – 12.30 Lunch in Assembly Hall 12.30 – 1.25 Lesson 4	11.55 – 12.50 Lesson 4 12.50 – 1.25pm Lunch in Dining Hall (entrance via Sports Gate/Dining Entrance)
Lesson 5	1.25 – 2.20pm	1.25 – 2.20pm	1.25 – 2.20pm	1.25 – 2.20pm	1.25 – 2.20pm
Tutor time	2.20 – 2.50pm	2.20 – 2.40pm	2.20 – 2.45pm	2.20 – 2.50pm	2.20 – 3.00pm
Exit	2.50pm Exit from Dining Hall and out of Sports Hall gate	2.40pm from Student Exit	2.45pm from Village Corridor Exit	2.50 pm exit from Student Exit	M, T, W in Prep until 3.45pm Th, F leave at 3pm from CLC

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Pastoral Care

Our school has grown to 900 children, and we recognise we need to increase our pastoral support to families. Each year group now has a dedicated pastoral manager to help support students and parents through their learning journey. The Head of Year leads the Year group and can be contacted for any concerns and particularly around learning concerns.

- Year 7 Head of Year – Miss Carly Bryan cbryan@orchard.tila.school
- Year 7 Pastoral Manager – Ms Nkoyo Antigha nantigha@orchard.tila.school

- Year 8 Head of Year – Miss Laura Evans levans@orchard.tila.school
- Year 8 Pastoral Manager – Ms Deborah Murphy Piper dpiper@orchard.tila.school

- Year 9 Head of Year – Mr Pete Hurren phurren@orchard.tila.school
- Year 9 Pastoral Manager – Ms Emily Furniss Bhakerd ebhakerd@orchard.tila.school

- Year 10 Head of Year – Mr Chris Daniel cdaniel@orchard.tila.school
- Year 10 Pastoral Manager – Ms Tracey Pointing tpointing@orchard.tila.school

- Year 11 Head of Year – Mr Mat Grafton mgrafton@orchard.tila.school
- Year 11 Pastoral Manager – Mr Clive Elcock celcock@orchard.tila.school

We have undertaken some significant IT upgrades to the school, including a brand new server and increased wifi capacity. Between now and September we are making the move from Google to Microsoft along with all schools in our Trust, TiLA. Therefore, all staff will have new email addresses in the format: InitialSurname@orchard.tila.school

Contacting your tutor

For example, if your child is in 7W2 and you want to contact the tutor Mr Keeling, you would put pkeeling@orchard.tila.school to email him. Please note there is no 'dot' between the initial and the surname.

You should contact your child's tutor as the first port of call for any questions or concerns. Your child's tutor can be emailed at any time, and tutors will return your email as soon as possible. Please note that to support work-life balance we do not expect tutors to respond to calls in the evenings or weekends.

You can also use your child's planner to pass a message to your child's tutor. Just write a quick note on the right date, and sign the note. Please try to avoid sending in messages on pieces of paper. We would rather you jotted a note in the planner, as this is much easier for everyone. Your child will be given their first planner. If they



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lose this, they will need to pay £5 on Parent Pay for a new one. A planner is **essential** equipment.

Tutor Groups for September 2020 onwards

		7A1	Miss Wood
		7A2	Mr Fisher
		7B1	Mr Butcher/Ms Pemberton-Heard
		7B2	Miss Badea
		7D1	Miss Wiltshire
		7D2	Mr Davis
		7W1	Miss Strickland
		7W2	Mr Keeling
2019-20	Tutor	2020-21	Tutor
7R1	Miss Wood	8A1	Miss Burrell
7R2	Mr Butcher	8A2	Ms Howell
7M1	Mr O'Donovan	8B1	Miss Cox (Maths)
7M2	Mr Keeling	8B2	Mr McIntyre & Ms Pham
7P1	Miss Wiltshire	8D1	Dr Phillips
7P2	Mrs Cooper	8D2	Miss Cox (English)
7D1	Miss Strickland	8W1	Mr O'Donovan
8R1	Mr Staynings	9A1	Mr Staynings
8R2	Mr Commane	9A2	Mr Commane
8M1	Miss Bovill	9B1	Miss Bovill
8M2	Mr Douglas	9B2	Miss Hampton
8P1	Miss Byron	9D1	Miss Byron
8P2	Mr Garrett	9D2	Mr Garrett
8D1	Mr Payne	9W1	Mr Payne
8D2	Miss Evans	9W2	Ms Genzels
9R1	Ms Pettett	10A1	Ms Pettett
9R2	Mr Kimber	10A2	Mr Kimber
9M1	Ms Hardy	10B1	Ms Hardy
9P1	Miss Newcombe	10D1	Miss Harriskine
9P2	Miss Hayles	10D2	Miss Hayles
9D1	Miss Taylor	10W1	Miss Taylor
9D2	Miss Barker	10W2	Mrs Hickey
10D1	Mrs Hickey	Year 11 tutor groups do not keep to Houses. Students are moved into Year 11 groups to support their learning and preparation for GCSE exams. 11D (Delta) - Ms Jones & Mrs Dean-Ostell 11E (Epsilon) - Mr Sharma 11L (Lambda) - Ms Selman 11O (Omega) -Mrs Courtney 11S (Sigma) -Miss Davies 11T (Theta) - Mr Flitter	
10D2	Ms Selman		
10M1	Miss Cox		
10M2	Miss Hampton		
10P1	Dr Phillips		
10R1	Mr Fisher		
10R2	Ms Howell		

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Ready for school in September?

Normal uniform is expected:

- Black blazer with Orchard school logo
- Plain long black trousers or black pleated skirt
- White shirt and house tie
- Sensible black shoes that can be polished (not trainers)
- Black or dark grey socks (or short white socks if warm weather)
- Plain dark blue or black hijab/headscarf, if worn

Students can wear a smart plain black V neck jumper with their blazer, in cold weather. The jumper has no logo and should not be branded. As we will be keeping windows open in school, the jumper may be needed more frequently. Some supermarkets sell inappropriate trousers/skirts/shoes as "school uniform." Please be reminded that we set our uniform code, not the supermarkets. If there is any doubt about whether a particular item is acceptable, parents should check with the school before purchasing.

Normal PE kit is expected:

- Black polo shirt with Orchard school logo
- Black shorts with Orchard school logo
- Black and White Aptus Coolmax sports socks
- Black Zip training top with Orchard School logo (this is optional, but highly recommended as students will be outside for PE all year round this year)
- Plain black base layers (these can be purchased from any supplier) which are worn under the shorts and under the polo shirt, for extra warmth.
- Sports trainers (any brand)

Students must bring their own equipment:

- School bag (rucksack with two straps which students can wear on their backs). Please note students will need to be carrying all their exercise books to and from school, so mini rucksacks are not appropriate. Lockers are available, which will be based near their tutor room, at £3 per year, payable on Parent Pay.
- Scientific calculator: Casio FX – 83GT PLUS
Please do NOT purchase other types of calculator. The scientific calculators are complicated to use and Maths teachers spend time in class teaching children exactly how to use each button on the calculator. These calculators are permitted in all UK exams. You can purchase them online for about £12 (Amazon, WH Smith and other stores).
- Pencil case with 2 blue or black biros, a red biro, pencil, rubber, ruler, protractor and set of compasses (with mini pencil)
Students must carry these items in their pencil case, so they can be kept together hygienically.



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- Snack for break time and water bottle

Piercings and nails

For Health and Safety reasons, the school does **NOT** permit body piercing, apart from one small stud or sleeper earring per ear. Earrings which are bars across the ear are not permitted, nor are stretchers or any earring which dangles and can get caught up and rip the ear.

Nose piercings are not permitted. Lip, brow, tongue or any other piercing must also be removed before school.

Students should refrain from getting fresh piercings until the start of the six-week summer holiday. All ear piercings, including fresh ones, will have to be removed for PE lessons. If students choose to get fresh piercings then they must practise taking them in and out, so when it comes to PE there are no concerns. Students must remove all personal effects (including piercings) for every practical PE lesson for health and safety reasons.

False nails (acrylic or gel) and nail polish are not permitted.

Where to buy uniform

The School Shop in Henleaze, where you could purchase uniform with Orchard School logo, has now moved to Stoke Gifford.

Monkhouse School Wear Specialists

Unit 1 Simmonds View, Stoke Gifford, Bristol, BS34 8HQ

During Covid-19 you will need to book an appointment to visit the shop:

Opening Hours

Mon = 10am - 5pm APPOINTMENTS ONLY / 5pm-6pm Returns ONLY

Tues = 10am - 5pm APPOINTMENTS ONLY / 5pm-6pm Returns ONLY

Weds = 10am - 5pm APPOINTMENTS ONLY / 5pm-6pm Returns ONLY

Thurs = 10am - 5pm APPOINTMENTS ONLY / 5pm-6pm Returns ONLY

Fri = 10am - 6pm NO APPOINTMENTS NEEDED

Sat = 10am - 5pm APPOINTMENTS ONLY / 5pm-6pm Returns ONLY

Sun = CLOSED

School uniform is still available online, and will be sent directly to your home:

<https://store.famousbranches.com/c/2189/Orchard-School-Bristol>

We have a Hardship fund available if you are really struggling to purchase uniform. The form is online at www.orchardschoolbristol.co.uk. Go to the "Parents" tab and then "Hardship Fund". Successful applications detail exactly what is required e.g. Boys Blazer, size 32, cost £30.25