



THE BUCKINGHAM SCHOOL

A SPECIALIST SPORTS COLLEGE

London Road
Buckingham
MK18 1AT

Tel: 01280 812206

Fax: 01280 822525

Email: office@buckinghamschool.org

Website: www.buckinghamschool.org

Headteacher: Mr A McGinnes

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Dear Parents and Carers,

We are making a few changes to how the school day operates from the start of Term 5, when students return after Easter. All of these changes are on a trial basis and will be reviewed before Term 6, the final term of the year. None of these changes affect the time that students arrive, or leave school.

Some of the items below are not changes to routine, but are important to note. In Term 5, we are going to drive consistency as a foundation for even higher academic standards for our students.

1. Break and Lunchtime - NEW

We have lengthened our morning break; 20 minutes is simply not enough time for our students to access the catering facilities. There is only so much time in the day, so lunchtime has been shortened by the same amount of time. We have also reviewed which students access which facilities and which toilets:

Year	Dining Room	Outdoor Area	Toilets
7	Old Dining Room	Beach, MUGA, Middle Playground	Humanities
8	Old Dining Room	Beach, MUGA, Middle Playground	Humanities
9	New Dining Room	Picnic Area, Locker Area, Astro	Old Building
10	New Dining Room	Picnic Area, Locker Area, Astro	Old Building
11	New Dining Room	Picnic Area, Locker Area, Astro	Old Building
12/13	Old Dining Room	N/A	Sixth Form

- Morning break will be from 11:00, with period 3 starting at 11:35
- Lunch will be from 13:35, with period 5 starting at 14:10

(The Government have recently publicised that we must be open to students for 32.5 hours per week. Like nearly all schools, we already are. 08:20 – 15:10 for five days is over 34 hours)

2. Out of Bounds – Break and Lunchtime (Years 7-11)

Students are expected to stay out of the following areas, so safe supervision can be concentrated on the areas where they are allowed. Out of Bounds during break and lunch:

- The whole Jubilee Building
- The whole of the two-storey humanities block, except for:
 - Downstairs – toilets and dining room
 - Upstairs – Library (LRC)
- The Old Building, except for:

The Buckingham School is concerned that every student should have the opportunity to attend school activities/obtain equipment, regardless of their financial circumstances. As such, it may be possible to subsidise those students who would otherwise be unable to attend trips/purchase items. Please feel free to write in confidence to finance@buckinghamschool.org, if you wish to seek assistance, or obtain more information about Pupil Premium funding.



- Direct access and departure for the toilets, for Years 9-11 only
- Access to The Hub, through the correct Hub entrance only
- Access to Attendance Office, for first aid or to leave school for an appointment
- Access to the First Aid Room, to receive prescribed medicine
- The dining room, outdoor area and toilets that they are not supposed to be using (see above)

3. Arriving and Leaving School - NEW

All students will arrive and leave school via the MUGA gates, in a straight line to London Road. This will keep the car parks as empty as possible.

At the end of the school day, students will be expected to leave site, unless they are waiting for a school bus on the MUGA. Students need to wait on the MUGA for buses, because waiting on London Road would be unsafe and unfair on the public, as they pass the front of the school.

4. Arriving Late to School and Appointments and First Aid

We are reopening the old Student Entrance. This is strictly for students only, for those arriving late to school, and those arriving and leaving during the day for other reasons. Adults collecting students should report here.

All other adults – parents and visitors – must still report to the Reception for appointments and any other matters. Under no circumstances will an adult be allowed to enter school through the Student Entrance.

The Attendance Office will be housed by this entrance and students should report here to leave school during the day, or to access first aid.

5. Time Out Cards

A small number of students have special permission to leave lessons when they need to. There are many important reasons for this. These include medical cards for those who need them.

However, only these students will be allowed to leave lessons and the number of times that they do so will be monitored carefully.

Please support us in the expectation that a secondary age student is old enough to visit the toilet and get a drink of water during their breaks, and to not miss lesson time.

6. First Aid

The school's first aiders are only called to lessons during a potential emergency (eg PE injury or a head injury). Only emergency first aid will be available during lesson times.

At all other times, students will have access to first aid during morning break or lunch time, by reporting to the Attendance Office.

During lesson times, a student feeling unwell should drink from their water bottle and may be allowed to get some fresher air in the corridor. Of course, the teacher will reasonably reduce the amount of work from a student who feels unwell, however, they will not normally be allowed to leave the lesson. If a student still feels unwell at break or lunch, then they can report to first aid.

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7. Extra-Curricular Activities (Clubs)

We have an exciting opportunity. With two longer breaks, there are three times of the day when clubs can run – morning break, lunchtime and after school. We are expecting to continue to grow our programme.

Please take a moment to read through the presentation sent along with this letter, which all students have been shown this week.

With best wishes,



Mr A McGinnes

Headteacher

aallen@buckinghamschool.org

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