 Braidside Integrated Primary

 and Nursery School

 ***87 Frys Road, Ballymena Co. Antrim BT43 7EN***

 ***1989- 2019: 30 Years of Integration***

***028 25647899*** ***Principal: J McAuley***

**www.braidside.co.uk**

10/03/20

**DECANT TO NEW SCHOOL ARRANGEMENTS**

Dear Parent/ Guardian,

It really is the final countdown now to the move to our new premises and I am certain all the children and parents are experiencing the same degree of excitement and anticipation as the staff and Governors. With only 24 days left until we begin the move, I wanted to provide you with some additional details and arrangements for the children’s return to school after the Easter Break.

As you are aware school will finish for all children **on Thursday 2nd April @ 12:30pm.** Removal from the old site to the new is scheduled to take place across 4 days, 3rd- 8th April. There will also be decant of our current computers/ C2k provision from 1st April; while new furniture for classrooms and offices, etc. will be delivered during these weeks as well. As I’m sure you understand, there will be a considerable amount of settling in and adjusting to our new surroundings taking place during the last term. As we begin to use the space we will have the opportunity to purchase some additional furniture and resources.

After the Easter Break, we intend to bring the children back to school across a number of days, to allow for **induction** into the build for the various classes. During the induction day children will spend time with their teacher in their new classrooms, while also familiarising themselves where important places are located e.g toilets, cloakrooms, dinner hall, assembly hall, playground etc. Like-wise all our staff will be taking the time to familiarise themselves with the space too and adjusting to new routines! Outlined below are the planned induction days:

**Monday 20th April: P7Y, P6/7C, P6O (only these classes to attend)**

**Tuesday 21st April: P5F, P4/5M, P4O (only these classes to attend)**

**Wednesday 22nd April: P3SH, P3EH, P2F (only these classes to attend)**

**Thursday 23rd April: P1H, P1B, Nursery (only these classes to attend)**

**Friday 24th April: All classes to attend**

**(8:30am Reading Club will resume on Monday 27th April)**

For our school community, one of the main advantages of the new school are the safe-guarding measures which will be firmly in place; ensuring significantly improved arrangements and facilities for the children. While our current site is easily accessed and open; requiring us to introduce locks, keys and doorbells etc.; the new school affords us the same measures as other schools have had for many years. Access for parents/ visitors will be **only** through the front door; an automatic door followed by a door which requires visitors to be buzzed into by staff. Individual classrooms will not be accessible for visitors/ parents through the school day.

On each class’s induction morning, we would invite parents to come with their children that morning to see the new classroom and have a brief look at the new surroundings. School will open as usual from 8:30am. It is likely we will have an open afternoon later in the third term once we have had time to settle in. However, after the first day **all children** should enter school from the front door unaccompanied by parents. Nursery will have their own separate entrance as is the case currently. In the afternoon, parents should collect their children from the front of the school at 2pm and 3pm. The majority of children will exit by the front door although some classes may exit from their cloakrooms.

Our new traffic arrangements will be shared with you in due course but we will have improved parking, a one-way system (for entrance/exit) drop-off spots around the turning circle and specific bus stops. *It is critical that everyone adhere to the traffic arrangements that are put in place to ensure the safety of all our pupils, parents and staff.*

Over the coming weeks and months, we will continue to keep you informed of any updates to our policies and procedures but it is true to say there is a period of adjustment ahead for us all. Please ensure you stay up to date by visiting our website and Facebook page on a regular basis. What I can be sure and certain of, is that we have a wonderful new school to look forward to and enjoy! I cannot wait to see everyone’s faces and reaction to the school and I look forward to seeing the children working in their new classrooms, playing outside and walking through the school. Thank you to all those who have generously brought us in boxes for packing. We have been so grateful for the support we have received thus far and hope to have your continued support in the weeks ahead.

Yours faithfully,

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Principal.