

NEWSLETTER 1 / 2023-24

5th September 2023

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Dear Parents,

Welcome back to the new school year! We would like to give you some information before the school year starts on **Monday 11th September**.

- **Beginning and End of the Day**

This year as usual we will offer an early drop off time from **7:45am**. Students should be left with Mr. Borges at the Foundation Stage patio entrance.

Students in Foundation 1 to Year 9: Please note that the gate of the **Junior school** will close this year at **8:40am**. Those who arrive between 8:40am and 8:50 am should enter **at 8:50am through the same door**, but they will be marked as late for the school registration.

Students in Year 10 and above: The **Senior school** will be open from **8:00am** every morning and the gate will close this year at **8:40am**. Those who arrive between 8:40am and 8:50 am should enter **at 8:50am through the same door**, but they will be marked as late for the school registration.

Any child arriving after 8:50am should be brought to Administration and the late register must be signed by a parent. The child will then be taken to class as soon as a member of staff is available.

Please inform the school via email if your child is late for a medical or any other justifiable reason.

School finish times will continue to be staggered and arranged to facilitate parking.

Foundation 1 will leave at 2.50 pm via the Foundation Stage entrance

Foundation 2 will leave at 3.00 pm via the Foundation Stage entrance

Year 1 will leave at 3.00 pm via the green door entrance

Year 2 will leave at 3.10 pm via the green door entrance

Year 3 will leave at 3.00 pm via the car park entrance

Year 4 will leave at 3.05 pm via the car park entrance

Year 5 will leave at 3.10 pm via the car park entrance

Years 6, 7 and 8 will leave at 3.05 pm via the gate at the end of the path behind the Sixth building

Years 9, 10 and 11 will leave at 3.10 pm via the Sixth Form building.

Years 12 and 13 leave at 2.50 pm if staying for lunch or 2.20 pm if not, via the Sixth Form building

Pupils who are attending after school activities should be picked up promptly at 4:15pm.

Please collect your child on time. If you are held up for any reason and are going to arrive late

please inform Administration. Likewise, please inform Administration as soon as possible if your child is going to be picked up from school by anyone other than yourselves.

Authorisation for anyone other than a parent who will pick up your children regularly need to be renewed every September please.

We kindly request that parents **do not to stop cars on the road in front of the school gate to drop off or pick up your children** as this causes a traffic jam and causes other pupils to arrive late. Please park your car first. Please refrain from parking in front of neighbours' garages.

If Secondary pupils are collecting younger siblings or you wish to collect your child from a point away from the school gate, **please request this in writing via email.**

- **Lunch Time**

Foundation 1 and Key Stage 1 pupils will eat from **11:50 to 12:20**, they will then have 20 minutes of patio time from 12:20 to 12:40pm.

Key Stage 2 pupils will eat from **12:40 to 1:10pm***, then will have patio time until 1:30pm.

Key Stage 3 & 4 pupils will eat from **1:30 to 2:00pm*** and have patio time until 2:20pm.

Key Stage 5 pupils will eat from **2:20 to 2:50pm**

*(Except Wednesdays when Key Stage 2 will swap with Key Stage 3 & 4)

- **Timetables**

Class timetables will be issued this week. Please note that students in Year 6 to Year 11 will be attending the Sports Centre (Cuidad Deportiva Lanzarote) in Arrecife every Wednesday afternoon for sports lessons. They will be taken by bus at 1pm and will return to school at 3:10pm.

- **School Uniform & School Equipment**

We would like to remind you about the **modification in the school uniform** as indicated in this years' matriculation information. From this September 2023, girls may wear a navy blue skirt or trousers, **skirts are no longer permitted**. Also students in Secondary will be required to have a white lab coat for their Science classes.

Please also see the school Equipment list attached.

- **Teachers/Tutors**

We are delighted to welcome three new members of staff this year. Mrs Large will be returning to BSL as Foundation 2 teacher's assistant, Ms Talbot is joining us to teach Year 4 as Mrs Falberg will now be offering support across the whole of Key Stage 2, Ms Assegid will be joining our secondary department to teach History, Global Perspectives, English and Business Studies.

Please find a list of form tutors per year group below:

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Year Group	Class teacher/tutor	Assistant
Foundation 1	Mrs López	Mrs Duxbury
Foundation 2	Ms Key	Mrs Large
Year 1	Mrs Rees (F Stage & KS1 Leader)	Mrs Robson
Year 2	Miss Dunne	Miss Tookey
Year 3	Mr E. Roberts	
Year 4	Ms Talbot	
Year 5	Mrs Rose (SEN coordinator)	
Year 6	Mrs Preston (Key Stage 2 Leader)	
Year 7	Ms Barton (Maths)	
Year 8	Miss Johnson (English, German, Geography & History)	
Year 9	Mr Kress (Global Perspectives, Business Studies & Science)	
Year 10	Mr Santamaria (Science & Biology)	
Year 11	Mr W. Roberts (English)	
Year 12 & 13	Mr Kiers (Computer Science) (A Level Coordinator)	

Additional teaching staff are:

Mrs Falberg (Key Stage 2 support)
 Frau Abbing (German)
 Mr Demeillers (Science & Maths)
 Ms Faben (History, Global Perspectives, Business Studies & English)
 Mrs Batsleer (Art)
 Mr Herreros (Physical Education)
 Ms De La Hoz (Psychology)
 Ms De La Vega (Lab technician)

Please contact administration if you wish to make an appointment with your child's teacher.

- **Contact details**

For your child's welfare, please ensure that the administration office have an up-to-date telephone number and email address on which you can be contacted in the unlikely event of any illness, accident or emergency involving your child at the school.

Please inform administration if you have any changes to your contact information.

- **Meet and Greet**

We look forward to seeing you all at our Meet and Greet Session at the Convento Santo Domingo in Tegui at 6:00pm this Thursday, 7th September.

Please find maps of the school, the school calendar and a list of materials attached.

Yours faithfully,



Dr. Ingrid Socorro
 Headteacher