

24th July 2025

Dear Parent/Carer

End of Term and September Arrangements 2025

I would like to thank you for your support during this school year. As we approach the summer holiday, this letter is an update on plans and expectations for September with some important reminders.

GCSE and A Level Results plus enrolment into Brookfield 6th Form

Yet again, our Year 11 and Year 13 students conducted themselves in exemplary fashion throughout the examination period. They will be able to collect their exam results as follows:

Exam	Date	Times for collection of results
A Level	Thursday 14 th August 2025	08.30am to 10.30am
GCSE	Thursday 21 st August 2025	08.30am to 10.30am

Results will be handed out in the Main Hall. Students should arrive through the main reception. After collecting their results, Year 11 students will be able to **enrol into Brookfield 6th form** and our team of staff will support them through this process.

Return to School in September 2025

Return Date	Years
Friday 5 th September 2025	Year 7 and Year 12
Monday 8 th September 2025	Years 8, 9, 10, 11 and 13

Following our recent transition week with Year 7 and induction days with new Year 12, these year groups return on Friday 5th September. School will re-open for all students on **Monday 8th September**. All students should be at school by **08.25am**, ready to start lessons at 8:30am. There will be a high staff presence to ensure students are supported to get to where they need to be.

Parent Information Evenings

These evenings will take place in the Autumn term to keep parents and carers informed about developments and plans at Brookfield. There will be a number of presentations from staff on aspects of the school and the year ahead. I hope you will be able to attend. Please note that it is not intended that students attend these events. A separate letter will be sent in early September. The dates for these evenings are:

Date	Year
Monday 15 th September 2025	Years 7, 8 and 11
Wednesday 17 th September 2025	Years 9, 10, 12 and 13

Brookfield Expectations for September

We are keen to make a very strong start in September and we want all students and families to be aware of our expectations from next term.

▪ Attendance

A major factor in the success and happiness of students at school is their regular attendance. We will write to you in September to outline the ways in which we will support outstanding attendance for all our students.

▪ Uniform

Brookfield students look incredibly smart in their uniform. Exemplary standards of appearance and dress support our 'commitment to excellence'. All students are expected to adhere to the uniform and equipment policy at all times. Details of our school uniform policy can also be found on the school website [here](#). Uniform (including a wide range of PE kit) can be purchased directly from our suppliers, [Gogna](#) and [Just-schoolwear](#) (contact details on our website). Please note that school shoes should be plain black and of a formal style with flat heels. We do not allow boots or trainer style shoes. **Girls' skirts should be an appropriate length and must not be rolled up.**

Please could parents ensure that names are written in all items of uniform. Unidentifiable lost property is located in the Pastoral Office.

▪ Items not permitted

A reminder that some items of clothing, dress and equipment are not permitted in school. Fake nails are not allowed, along with fake tanning agents and facial and body piercings. Unnatural hair colour is not allowed. Aerosol deodorants should not be brought to school. We appreciate parents' support in ensuring students come to school properly dressed and equipped. Please see our website [here](#) for further information.

▪ Mobile phones

I would like to thank parents/carers and students for the support and effort this year to maintain Brookfield as a mobile-free site. Our policy remains that mobile phones, ear buds/music headphones are **not allowed on school premises**. This rule **does not include** if your child is required to wear ear defenders for medical reasons. If you wish your child to have a mobile phone with them, we expect the phone to be turned off and in their school bag from the point students enter the school premises until the end of the school day when they leave school premises. These changes have been carefully considered with the aim of better safeguarding our students and supporting their overall health and wellbeing. Please note the following sanctions:

- If a student is seen with a mobile phone (including in their pocket) or ear buds/music headphones, these items will be confiscated and kept in a secure location until the end of the school day and a C4 issued.
- If the student refuses to hand over their mobile phone or ear buds/music headphones, parents will be contacted and the student may be removed temporarily from lessons until our expectations are met.
- For repeated breaches we will ask the parent to come into school to collect the items.

By adopting this practice we are ensuring that we create a safe environment that is free from distractions and conducive to students' academic success and continued emotional wellbeing.

▪ Equipment

Please ensure that your child has the correct equipment and materials. They will need the following:

- Clear pencil case including standard stationery equipment: 2 x black pens, green pen, pencil, eraser, ruler, highlighter pen, glue stick, non-permanent marker pen (for use with mini-whiteboards provided by school)
- A suitable bag, large enough to hold all the equipment plus PE kit
- A reading book for tutor time and DEAR sessions
- Water bottle, students have access to chilled, filtered water dispensers

Pre-loved Uniform Scheme – donations required

Our pre-loved uniform scheme remains next year and I would like to thank families for the generous way in which they embraced this programme. We are able to support families with uniform from the donations we receive. In order to make this possible we are requesting donations of clean, pre-loved uniform. These can include blazers, shirts, skirts, trousers, school jumpers, ties and PE kit. Items will be made available to families within our school community.

If you are in a position to donate any of the above items, we ask that your child brings them in a bag to the Pastoral Support Office when they return to school in September. Uniform donations from ex-students can be dropped off in main reception. Any family that believes they would benefit from this scheme should contact the Pastoral Support Office via email at PastoralSupport@brookfieldcs.org.uk

School Meals

A new menu will be advertised on our school website in September and there will also be specials advertised in school.

The new pricing structure is as follows:

Meal	Price
Any main meal, dessert and drink	£3.50
Any main meal and drink	£3.00
Any sandwich, baguette or toastie and a drink	£2.50
Breaktime deal – sausage or bacon cob and a drink	£2.00

We have a number of students in school with nut allergies and ask that students bringing a packed lunch to school do not bring any food containing nuts.

Brookfield Parents and Friends Association (BPFA)

The BPFA has once again been incredibly supportive of school this year and has been involved in raising funds for a number of whole school projects. The BPFA are always keen to welcome new members. Please contact BPFA@brookfieldcs.org.uk if you are interested in getting involved.

And finally, we have some staff leaving us this week for pastures new. Two of our Teaching Assistants leave for well-earned retirements. Ms Pockson joined Brookfield in 1991 when the school opened, and Mrs Illingworth also leaves us after 16 years. Also retiring are Mrs Brooker, Head of Social Sciences, and English teacher Mr Davey. We wish them the very best in their retirement. Also leaving us are Head of Birchen House and Art teacher, Miss Ridgeway, who is taking up a role as Head of Art at Lady Manners School, and Science teacher Mrs Ramsdale leaves us this week to take up a position out of teaching. On behalf of all of us, I would like to thank them for their commitment to Brookfield and wish them the very best for the future.

As always, thank you for your support of school throughout this year. I wish you all a safe and happy summer break

Yours faithfully



Mr K Hirst
Headteacher