

15 May 2018

Welcome to our open afternoon.

Parent/carer useful information

1. The contact details for the new school site are:

Heartlands E-ACT Sixth Form Centre, Francis Street, B7 4JR
Reception number 0121 675 9796

2. Travel arrangements

Commencing on Wednesday 16 May, children will either travel in the coaches provided to and from Nechells E-ACT Academy **or** travel with parents/carers directly to Heartlands E-ACT Sixth Form Centre on Francis Street.

If siblings normally collect your child/children from Nechells E-ACT Academy, they will **not be allowed** to collect them from Heartlands E-ACT Sixth Form Centre. Siblings must collect your children from Nechells E-ACT Academy as outlined in the timings below.

2.1 Coach travel to and from Nechells

We are using four coaches to transport pupils and staff each school day. Each coach will be staffed with a team leader, a qualified first aider and other additional staff. All children will be allocated to one of four coaches. On Wednesday morning we will co-ordinate this as the children arrive at the **Nechells main playground**. The coaches will be labelled A-D.

- **The four coaches will be leaving Nechells E-ACT academy at 9am**
- **Collection time for children from Nechells E-ACT Academy is at 3pm**

Parents/carers must give permission and sign and date the parent/carer slip before children can travel on any of the coaches.

2.2 Independent Travel

Please can parents/carers drop off and collect their children directly from Heartlands E-ACT Sixth Form Centre between 9.00-9.15am

Please collect your child/children at Heartlands E-ACT Sixth Form Centre between 3.00-3.15pm

Thank you
Jo Hall
Headteacher