

## Robert Burns Academy

Barony Campus, Auchinleck Road, Cumnock KA18 1FQ

Head of Campus: Mr Peter Gilchrist

Email: peter.gilchrist@eastayrshire.org.uk

Dear Parent/Carer,

### FIRST DAY ARRANGEMENTS FOR NEW S1 PUPILS

I am writing to you to confirm the arrangements we have in place for our new S1s starting in August. The majority of P7s have already completed two induction days at Robert Burns Academy in June, where they got a chance to meet their new classmates and sample some parts of their S1 timetable. The information in this letter has been shared with the year group at various points during the transition programme this year, however please take the time to discuss the contents of this letter with your child prior to their first day at secondary school.

#### Preparing for the first day

Each young person has been allocated a PLP class, practical class and Guidance Teacher. Your child will already be aware of these details prior to the induction days. Please look out for a formal letter that contains this information over the summer.

This letter will also contain details on how to register for the Parent Pay system. This can only be done after they have left their primary school. If there are any delays or issues when setting up this account, our school office will be happy to help.

For more information on school uniform, school transport (including bus times) and free school meals please visit our blog via the link below for more information:

<https://blogs.glowscotland.org.uk/ea/therobertburnsacademy/p7-transition/>

#### What will happen on the first day?

All pupils should make their way to Barony Hall for 8.45am on their first day. Members of staff will be situated around the school and at various walkways to ensure all S1s can find their way to the hall. From there, they will be met by their PLP teachers and organised into their classrooms. These arrangements replicate what happened during both induction days. Our senior guides will also meet their class at this time and these guides will remain with their class throughout the first few days during period changeovers.

There will be an extended PLP period on the first morning. This will allow PLP teachers to issue timetables, introduce S6 guides and cover essential information such as fire evacuation procedures.

#### Communication

I would encourage you to begin monitoring our school app, social media and blog to keep up to date with the latest news and developments.

Twitter- follow @EACrobertburns

School blog- <https://blogs.glowscotland.org.uk/ea/therobertburnsacademy/>

Safer Schools Scotland app- available on from the App Store or Google Play Store. The code for parents when creating their account is 2850.

Our office staff will also be available over the summer break should you require any assistance.

I wish you all a restful summer break and we look forward to welcoming your child in August as a new S1 pupil at The Robert Burns Academy.

Yours Sincerely,

P. McGurn

Depute Head Teacher