Chief Executive: Eddie Fraser

## **Education Service**



Chief Education Officer and Head of Education: Linda McAulay-Griffiths

Telephone: 01563 576126

Email: <u>linda.mcaulay-griffiths@east-ayrshire.gov.uk</u>

# St Joseph's Academy

**Head Teacher – Joseph Kane** Telephone: 01563 526144

Email: eastjosephs.ac@eastayrshire.org.uk

Friday 12th August 2022

Dear Parents/Carers,



Given the volume of information shared herein, this letter acts as a reference point throughout the first term of the new session. Sharing a wide range of information now prevents against the school issuing multiple letters in quick succession at what is a busy time for families and school staff. Hyperlinks are included to allow parents/carers to quickly access sections of this letter as desired.

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School Transport Car Park

Free School Meal and Clothing Grants Window Repairs

School Improvement Plan Priorities 22/23

Council Headquarters, London Road, Kilmarnock KA3 7BU
Tel: 01563 576000 www.east-ayrshire.gov.uk

SERVICE

COURAGE TRUTH

#### Letter in Full

We very much look forward to welcoming pupils back to school on Thursday 18<sup>th</sup> August. All S2-S6 pupils should attend classes against their June timetable. S2-S6 pupils should report to their Period 1 class for 8.50am. Our new S1 cohort should report to the Assembly Hall for 8.45am. All pupils should enter via the pupil entrances to the left-hand side of the building as viewed from car park.

# **School Holiday Dates**

Dates of school holidays during session 2022/2023 are as follows.

Holiday	Closed to pupils	Re-open to pupils				
September Weekend	Friday 16 <sup>th</sup> and Monday 19 <sup>th</sup> September 2022	Tuesday 20 <sup>th</sup> September 2022				
October Week	Monday 17 <sup>th</sup> to Monday 24 <sup>th</sup> October Tuesday 25 <sup>th</sup> October 2 2022 (inclusive)					
Christmas Holidays	Monday 26 <sup>th</sup> December 2022 to Friday 6 <sup>th</sup> January 2023 (inclusive)	Monday 9 <sup>th</sup> January 2023				
February Weekend	Thursday 9 <sup>th</sup> February to Wednesday 15 <sup>th</sup> February 2023 (inclusive)	Thursday 16 <sup>th</sup> February 2023				
Easter Holidays	Monday 3 <sup>rd</sup> April to Friday 14 <sup>th</sup> April 2023 (inclusive)	Monday 17 <sup>th</sup> April 2023				
May Day	Monday 1st May 2023	Tuesday 2 <sup>nd</sup> May 2023				
May Weekend	Friday 26 <sup>th</sup> May to Tuesday 30 <sup>th</sup> May 2023	Wednesday 31st May 2023				
Summer Holidays	Monday 3 <sup>rd</sup> July to Friday 18 <sup>th</sup> August (inclusive) 2023	Monday 21st August 2023				

## **Inservice Days**

While closed to pupils, school will be open to staff during Inservice Days and as follows.

Inservice Day	Staff in School (closed to pupils)
Inservice Day 1	Wednesday 17 <sup>th</sup> August 2022
Inservice Day 2	Monday 24 <sup>th</sup> October 2022
Inservice Day 3	Tuesday 14 <sup>th</sup> February 2023
Inservice Day 4	Wednesday 15 <sup>th</sup> February 2023
Inservice Day 5	Tuesday 30 <sup>th</sup> May 2023

In Summer 2023, staff will be in school on the following Inservice Days.

Inservice Day	Staff in School (closed to pupils)		
Inservice Day 1	Thursday 17 <sup>th</sup> August 2023		
Inservice Day 2	Friday 18 <sup>th</sup> August 2023		

#### **Attendance**

While COVID and related absence has had an inevitable impact on general attendance, the school average over the last decade consistently sits below the East Ayrshire average. While we understand that from time-to-time pupils will be unwell or have genuine reason for absence, it is concerning that our school average has consistently sat at around 89%.

For context, this level of absence equates to a young person missing around twenty-one school days of one-hundred and ninety across an academic year. That is around one month of formal education (given a school week lasts five days).

It should be taken as a given that missing one month of each school year could have a detrimental impact on wellbeing, achievement, and attainment. Notwithstanding those cases where there is genuine and known reason for absence, we encourage all pupils and parents/carers to ensure that regular transient absence (short term, one or two days at various intervals) is kept to a minimum unless cases of genuine ill health or family emergencies/bereavement.

We appreciate your support in addressing this issue as a key priority in the new session. The above does not apply to those young people with longer term health or mental health related absence. Pastoral Care colleagues will continue to liaise with families impacted by longer term absence to offer support on an ongoing basis.

#### **Outward Communication from school staff to families**

The school app remains our main form of outward communication. If you do not have the school app, it can be downloaded for free via the app store associated with your mobile phone/tablet. Please search for 'School App for Parents'. Once downloaded, search for 'St Joseph's Academy, Kilmarnock'. If you have children at other schools within East Ayrshire, it is possible to access information from more than one school via the app. You can do so by clicking the three lines in the top right-hand corner of the app. You then select 'Add School'.

Within the app, the 'messages' tab contains information sent from the school throughout the session. We will also use email regularly to share general information. Please ensure that you notify us of any change to your personal email address.

#### Inward Communication from families to school staff

Our <u>School Handbook</u> contains further detail on how we manage communication from parents/carers. The easiest way for you to make contact with us is via the '<u>Contact Us</u>' form on our school website. Using this form ensures that there is a record of your communication with us and means that enquiries can be forwarded to the member of staff best placed to deal with the matter.

Please note, other than in cases of Child Protection or a family bereavement/emergency, school staff work to a three-day turnaround when responding to incoming communication. In the majority of cases, staff will make return contact on the same day. Your patience with the above is appreciated.

# New House groups launched

For those parents/carers who are not new to the school community, you will have been familiar with our House group patrons having been St. Andrew, St. Columba and St. Margaret. During session 2021/22, Mrs Shearer led extensive work to revise our Vision, Values and Aims. Part of this work resulted in the establishment of new House Patrons. Over summer, significant work has been completed to update our internal signage around the site. This includes artwork produced by Miss Woodward and pupils Carlo Tamayo and Jonathan Padilla.

Our new House Patrons are as follows.

Formerly	Now	PT Pastoral Care
St. Andrew House	St. Francis House	Miss Cathie
St. Columba House	St. Teresa House	Mrs Marshall
St. Margaret House	Bld. Carlo House	Mrs Duthie

# **School Photographs**

On an annual basis, we are required to update our management system with photographs of each pupil. This is for Health and Safety reasons. The photographs taken on the day are also available to parents/carers to purchase. This year, photographs will be taken on **Wednesday 24<sup>th</sup> August**.

We will communicate timings with pupils in school. However, sibling groups should report to the Assembly Hall after registering with their Period 1 teacher. Thereafter, photographers will work their way through all individual photographs. Order forms will be sent home with pupils after photographs have been taken.

#### **Parent Council**

Our first Parent Council meeting of the new session takes place online at **7pm on Monday 22**<sup>nd</sup> **August 2022**. The Parent Council **AGM** takes place in school at **7pm on Monday 31**<sup>st</sup> **October 2022**. New members across all year groups are always welcome. Our Parent Council would like to extend an invitation to parents/carers of our new S1 cohort.

Our Parent Council can be contacted via <a href="mailto:stjosephsacademyparentcouncil@gmail.com">stjosephsacademyparentcouncil@gmail.com</a> . Mr Gavin Duffy is our Parent Council Chair. Dates of all meetings are as follows.

- Monday 22<sup>nd</sup> August
- Monday 31<sup>st</sup> October
- Monday 28<sup>th</sup> November
- Monday 30<sup>th</sup> January
- Monday 13<sup>th</sup> March
- Monday 8<sup>th</sup> May
- Monday 19<sup>th</sup> June

All meetings start at 7pm. Some meetings will be held online, with others in person at the school.

#### **Extra-Curricular Activities**

We generally publish our programme of extra-curricular activities shortly after the September Weekend. The calendar we will issue is subject to change and I thank staff who give of their time freely to lead and supervise extra-curricular activity. Class teachers will share details of any S4-S6 supported study on offer as and when applicable throughout the session.

Please note that where extra-curricular activity or supported study is accessed by pupils, school transport is not provided outwith normal pick-up times. Please ensure that arrangements have been made to collect pupils at the end of extra-curricular activity and supported study. Alternatively, all pupils are able to apply for National Entitlement Cards which provide access to free public transport. Further information on when our next batch of applications for National Entitlement Cards will be gathered will be shared in due course in the early part of the new academic year.

## School events between August and the October Week Holiday

Early in the new session, we will publish our full School Calendar. In the short term, the following events are scheduled to take place between August and the October week break.

Staff leading these events will send separate communication to those parents/carers for whom these events are relevant.

Event	Date/Time/Location	Lead Staff	
P7 into S1 ( <b>joining August</b>	Thursday 25 <sup>th</sup> August 2022	Mr Kane, Mr Boyle and	
2023) Information Evening	6.30pm	Miss Cathie	
New S1 Mass of Welcome	Thursday 1 <sup>st</sup> September, Time TBC, in school during school day	Mr Boyle and Miss Cathie	
UCAS Information Evening (for parents/carers of those pupils applying this year)	Tuesday 6 <sup>th</sup> September, 6pm, in school	Mrs Duthie	
2021/22 S4, S5 and S6 Awards Ceremony	Wednesday 7 <sup>th</sup> September, 7pm, in school	Mrs Shearer	
Pathways Information Evening (S5 and S6 pupils)	Thursday 13 <sup>th</sup> September, 6pm	Mrs Marshall	

#### New S1 Cohort - Practicalities

Until our new S1 pupils physically set foot in the building on Thursday 18<sup>th</sup> August, it is not possible for us to formally enrol pupils. This means that we cannot setup Glow accounts, lunch ordering accounts or school computer access accounts. Please be assured that over the course of the first two weeks of term, staff will work to ensure that pupils can access all three systems. There is a natural delay at the start of the session, and there is no need to contact us to query access issues until the week beginning Monday 5<sup>th</sup> September. Staff will work diligently in the first two weeks to follow up with all pupils and to ensure access to necessary systems.

For the first two weeks of term, break and lunch orders for our new S1 will be taken manually on site. Thereafter, please see the section on lunch ordering later in this letter.

Pastoral Care colleagues will focus heavily on supporting our new S1 in the initial weeks of the new term. If you have any concerns or questions, please contact your child's Pastoral Care teacher. Early in the session, Pastoral Care colleagues will also share dates and times of drop-in sessions for parents/carers of our new S1, whereby Pastoral staff will be available to speak with Parents/Carers to listen to any concerns or provide reassurance in the early weeks of term.

If not already activated, we will send correspondence detailing how you can setup a ParentPay account. Any subsequent issues with access to ParentPay can be directed to colleagues in the school office. Satchel:One (formerly Show My Homework) accounts will also be activated in the early part of the new session and our Office staff will send your access details to you. This system allows you to see all homework tasks issued to your child. Further information on Satchel:One is included later in this letter.

## **Mass and Rosary Group**

There is weekly Mass in school during S1-S3 lunchtimes in the Community Room (accessible from the Street area). Mass begins around 12.30pm.

There is a weekly Rosary group in the school Oratory during S4-S6 lunchtimes. Praying of the Rosary begins at around 1.20pm.

Any change to timings will be communicated to pupils on a weekly basis. We encourage pupils and staff to attend where possible.

With COVID restrictions having eased, we will resume Mass for all pupils in school on or around the dates of Patronal Feast Days. Prior to the October break, Masses for pupils will take place during the school day on the following dates. Timings will be confirmed in due course.

- Monday 13<sup>th</sup> September Mass for pupils in St. Teresa House
- Tuesday 3<sup>rd</sup> October Mass for pupils in St. Francis House
- Wednesday 12<sup>th</sup> October Mass for pupils in Bld. Carlo House

There are no Holy Days of Obligation prior to the October break.

## **Reporting and Parents' Evenings**

We appreciate that advance notice of Reporting and Parents' Evening dates is beneficial to all families. We will share an overview of all reporting and Parents' Evening dates and associated information by the September weekend at the latest.

### **School Transport**

School Transport applications have been open since May. On an annual basis, we find that some pupils access School Transport without being registered with East Ayrshire Council's transport department. This presents Health and Safety issues, as the register of occupants may not contain all pupils presenting to access buses. As a matter of urgency, please apply for School Transport if relevant and you are yet to do so.

Senior staff will monitor access to school transport during the week beginning Monday 22<sup>nd</sup> August. In the event that pupils are accessing school transport without having the right to do so, they will not be given access to transport until such times as parents/carers complete applications as necessary. More information and the application form can be found here:

School Transport – East Ayrshire Council

## **Free School Meals and Clothing Grants**

Where families qualify, we strongly encourage you to apply for Free School Meal and Clothing Grants. You can find out more via the link shown below.

# Free School Meal and Clothing Grants - East Ayrshire Council

Applying where you qualify ensures that your child(ren) have access to that which they are entitled.

### **School Uniform**

As a community, we place great value on School Uniform. It is our expectation that pupils will report to school in full school uniform.

Where finance is a barrier to purchasing blazers/uniform items, please contact us and we will offer confidential support. Uniform is a means by which we can take pride in our community regardless of where we live across the authority. We are unique in that we serve the entire local authority area and are keen that as many families as possible are aware of our school's existence and the high standards we aim to maintain. Uniform also discourages pupils from comparing their attire to that of their peers, which by extension, helps alleviate potential issues across peer groups.

On occasion, we are presented with the view that a young person does not wish to wear uniform due to personal taste/preference. This is not a position the school will support. Parents/Carers electing to send their child to St. Joseph's are aware of the broad support for uniform we enjoy across our Parent Forum and staff cohort. We very much appreciate your support in maintaining high standards of uniform throughout session 2022/23.

#### Lockers

Our office staff will issue communication around securing a locker in the early part of the new term.

#### **Immunisation Dates**

Prior to the October break, NHS Immunisations are scheduled as follows.

 Monday 29<sup>th</sup> August – Catch up for S2-S6 pupils who missed HPV, MMR, DIP/TET/Polio and MEN ACWY immunisations during session 2021/22.

Dates later in the session will be communicated in advance of the October break. Please note, school staff only forward any communication from NHS staff and pass on pupil-by-pupil immunisation times (shortly in advance of the day and to pupils during school time).

However, it is helpful if school staff are informed of circumstances where young people should not present for immunisation. We can then ensure that class teachers are aware of those pupils who should not be excused from class when immunisations are administered. Responsibility for administering immunisations sits with NHS staff. For practical reasons, the school building is used to facilitate the administration of immunisations during the school day.

# **PE Participation**

We enjoy very high participation rates in PE. By way of clarity, where a young person is unable to participate in physical activity during PE, it is our long-standing expectation that they will change into their PE kit and participate by means of refereeing, score keeping or similar. Pupils unable to participate in the active elements of PE are expected to provide staff with a note to this effect. Staff will then ensure that pupils are allocated responsibility for the tasks detailed above.

This policy has helped us maintain high rates of participation for many years. The only exception to this is in cases where changing is not possible due to injury or a health condition e.g., broken bones, arthritic flare-up.

Where parents/carers would like to discuss longer term issues (that we are not already aware of) that may impact a pupil's ability to participate in physical activity, we ask that you contact your child's Pastoral Care teacher.

#### School iPads

On an annual basis, it is necessary for us to conduct an audit of school iPad devices. We appreciate that most pupils in possession of an iPad device keep their device at home. During the week beginning 29<sup>th</sup> August, we request that pupils in possession of an iPad bring their device to school. iPads remain the property of East Ayrshire Council and are leased out at no charge. As such, and outwith our annual audit, if an iPad is broken, requires repair, or is in the possession of a young person about to leave our school (e.g., end of S6), it must be returned to the school office as soon as possible. The rollout of iPads within our school has been phased out on a gradual basis. iPads are no longer routinely issued to new pupils. In the event of school closures/remote learning in the future, we will communicate with all families in need of a device for home access at the time.

## **Clarity on Break and Lunch Times**

Prior to the Summer Break, we trialled various lunch time models. This was in response to our need to welcome St. Andrew's Primary pupils back to the shared Street area following a long period of covid mitigations which prevented us from sharing spaces on site. Our experience of split lunch breaks for our S1-S3 and S4-S6 pupils has been positive, particularly in respect of litter/cleanliness, good order, and the propensity of staff to appropriately supervise the area during their own break times. As such, and following various trial models, break and lunch times in session 2022/23 will be as follows.

Break 10.30am All St. Joseph's Pupils

Lunch 12.25pm – 1.10pm S1 to S3 pupils

Lunch 1.15pm – 2.00pm S4 to S6 pupils

## **Lunch Ordering**

For almost two years, we have operated a pre-order portal system to allow pupils to order break time snacks and lunch. Unfortunately, many pupils ignore requests from catering staff to make use of this system. We ask that all parents/carers take ownership of ensuring pupils accessing our catering facilities use the system as directed. Orders should be placed via the portal the evening before pupils intend to collect snacks or lunch. Our website contains a video tutorial demonstrating how to place orders. I thank those parents/carers and pupils who do make use of this system regularly.

## Ordering Lunch Video and Guide – St. Joseph's Academy

S1 pupils cannot use the portal in the initial weeks of term but will be supported to create accounts as soon as possible. Lunch orders for S1 will be taken manually until such times as pupil access to the system is setup.

## Satchel:One (Formerly ShowMyHomework)

Parental uptake for access to Satchel:One sits at around 50%. This is surprising to school staff as the system allows parents/carers to see homework tasks (and some advance notice of assessments on occasion). As the first educators of young people, it is our desire that all parents/carers activate their account in order that they can support young people to complete homework tasks when not in school. Login details for our new S1 will be shared via email prior to the September weekend. If you are having difficulty in accessing Satchel:One then please make contact with office staff who will be happy to assist.

#### **SQA Attainment**

The national press has reported that the overall pass rates in Scotland have dropped this year against 2019 and 2020 data. In those years, exams were replaced with what is known as an 'Alternative Certification Model'. There was a slight overall increase in national attainment against the last school year to have included exams as part of the certification process (2018/19). In that wider context, many schools would expect to return results that are not as strong as those in the past two years, but perhaps slightly better than in 2018/19.

Results for our school were very pleasing. We have outperformed or matched 2019 and 2020 against most school-level measures. In the context of a year where national attainment is down against 2019 and 2020, it is with pride in the work of our staff and pupils that I summarise our attainment as shown in the tables below.

Please note, the Scottish Government publish public facing leaver data each March/April. Data published then captures the attainment data of school leavers over the previous year. This means pupils at different year group stages are captured together depending upon when they left school.

Cohort level data is released to schools after each exam diet, and the year group size when a cohort was in S4 is used as a measure of attainment which is captured as a percentage for the duration of S4, S5 and S6. Slight changes year on year to the cohort size used for the same group of pupils reflects the fact that some pupils joined the school between the initial cohort size being captured and the deadline used from a statistical perspective for the following year (e.g., in August 2022 we may have 120 S4 pupils, but by December we may have 123 pupils, so when in S5 it will show as 123 as long as pupils joined us by a certain point in S4).

In reality, our S5 and S6 cohorts are smaller than the cohort base figures used to determine percentages, as that figure details the number of pupils to have started S4 for those year groups. Figures shown for 2021/22 are pre-appeal, which means some grades may change depending upon the outcome of appeals. All other figures are post-appeal.

# S4 – Number of SQA National 5 (N5) Awards (21/22 is a pre-appeal figure)

St. Joseph's Academy		S4 Cohort Size	7 N5s	5 N5s	3 N5s	1 N5
S4 based on S4 roll (A-C Only)	17/18	112	13%	35%	48%	66%
SQA Graded Courses	18/19	132	20%	37%	55%	70%
ACM1	19/20	130	32%	43%	60%	84%
ACM2	20/21	126	25%	47%	65%	84%
Pre-Appeal	21/22	139	40%	55%	71%	84%

Nationally, the pass rate for all National 5s across Scotland dropped by 5% year on year against 20/21 data. At school level, we returned an increase in our percentages across almost all school-level measures. Data also showed that the National 5 pass rate nationally this year was up 2.6% against 2018/19 data. In 2018/19, exams were also used as part of certification. Our school-level data against that which was returned in 2018/19 is significantly higher across all measures, which suggests that at school level, our cohort results in S4 are very strong this year.

# S5 – Number of SQA Higher Awards (21/22 is a pre-appeal figure) based on roll when in S4

St. Joseph's Academy		Cohort Size when in S4	5 Highers	3 Highers	1 Higher
S5 based on S4 Roll A-C Only	17/18	134	11%	28%	54%
SQA Graded Courses	18/19	113	12%	27%	40%
ACM 1	19/20	131	21%	40%	55%
ACM 2	20/21	131	21%	39%	59%
Pre-Appeal	21/22	127	20%	39%	56%

Nationally, the pass rate for all Highers across Scotland dropped by 8.4% year on year against 20/21 data. At school level, we returned data broadly in line with last session across all three measures. It should also be noted that data for this year is pre-appeal data, whereas data for previous years takes account of the outcome of all appeals. Data also showed that the Higher pass rate nationally this year was up 5.1% against 2018/19 data. In 2018/19, exams were also used as part of certification. Our school-level return against 2018/19 data is significantly higher across all measures, which suggests that our cohort results in S5 are very strong this year.

# S6 – Number of SQA Advanced Higher Awards (21/22 is a pre-appeal figure) based on roll when in S4

St. Joseph's Academy		S4 Cohort Size	1 Advanced Higher	2 Advanced Highers	3 Advanced Highers
S6 based on S4 Roll A-C Only	17/18	116	20%	7%	2%
SQA Graded Courses	18/19	134	11%	7%	1%
ACM 1	19/20	111	13%	5%	1%
ACM 2	20/21	131	21%	10%	2%
Pre-Appeal	21/22	131	26%	15%	6%

Nationally, the pass rate for all Advanced Highers across Scotland dropped by 17.3% year on year against 20/21 data. At school level, we returned a higher pass rate than last session.

Data also showed that the Advanced Higher pass rate nationally was up 1.9% against 2018/19 data. In 2018/19, exams were also used as part of certification. Our return against 2018/19 data is 15% higher at school level, which suggests that our cohort results in S6 are very strong this year.

Data for National 2, National 3, National 4, other SCQF courses and NPA/College provision is not measured by percentage of cohort but is factored into leavers data released by the Scottish Government in March/April. Data released in March/April will not include pupils who remain enrolled at school during session 22/23. As was the case with attainment at N5, Higher and Advanced Higher levels, I am very proud of the achievements of all young people to have successfully passed all non-graded courses. Well done to all pupils, families and staff.

As with all statistics, comparison year to year can be limited for a number of reasons, as can comparison against national figures. However, as Head Teacher, I am very confident that when full attainment comparison data for the 2022 diet is published to schools in September, our return this year will be very healthy against almost all measures used by the government to analyse our school level data.

It should be noted that government analysis will explore attainment across a wide number of local and national measures not limited to those shown above. The results shared above summarise our performance in previous years against our performance this year, but do not factor in the much more detailed analysis that will be available to us later in the session. As always, a full summary of all attainment data provided by the government will be shared with our Parent Council at the Parent Council AGM in late October.

## Post SQA Results - Support, Option Changes and Appeals

Miss Quigley has issued various correspondence both prior to and since the release of exam results. Pupils should refer to the email messages within their glow account to access further support and to register appeals. Appeals can only be requested where performance is below that estimated by school staff. Estimated grades were issued to pupils in June.

The outcome of priority appeals (those where young people depend upon the result of an appeal to start University or College courses in 2022), will be released to schools on Monday 5<sup>th</sup> September.

The outcome of all standard appeals (those not dependent upon the outcome to start University or College courses in 2022) will be shared with the school by the end of October 2022.

Miss Quigley leads on SQA matters and will make direct contact with pupils and families impacted by the outcome of appeals.

School staff will manage any change to option choices for pupils starting S5/6. In the first instance, pupils should report to their period one classes on Thursday 18<sup>th</sup> August against the timetable followed in June. Throughout the morning, staff will re-issue timetables to those pupils to have requested changes to their options. Once timetables are issued, pupils should follow their new timetable. Pupils should not self-refer to the school office or staff to request options changes on the morning of Thursday 18<sup>th</sup> August, but should complete the post-exam support form already sent to them via glow mail.

# **COVID Mitigations**

While slightly different to last session, some COVID aware mitigations will remain in place this session. Against the latest risk assessments at authority level, all staff, pupils and visitors are strongly recommended to wear face coverings when in indoor communal areas or using school transport. Staff and pupils who wish to wear face coverings in class are free to do so. Staff and adult visitors are encouraged to maintain a comfortable distance between one another when on site. There will continue to be a focus on hygiene measures on site. Visitors to the school will be encouraged to use hand sanitiser available at reception.

Where a young person, member of staff or visitor is symptomatic, we will continue to operate our existing procedures and anyone with symptoms will be taken to a designated ventilated room within the school. Arrangements will then be made with family so that the young person can be collected from school.

In terms of face-to-face meetings, we will continue to operate a policy of appointment only, other than in cases of Child Protection or a family emergency/bereavement. Parents/Carers who present to the school office seeking to speak with a member of staff for any other reason should know we cannot guarantee that a member of staff will be available with no notice.

Aside from COVID mitigations, staff have teaching and calendared commitments that often mean they cannot see parents/carers with no notice. Staff will always work to adhere to our communication turnaround times as previously mentioned and the best way to arrange for a member of staff to make contact is via the <a href="Contact Us">Contact Us</a> form on our school website. Where a face-to-face meeting is necessary, staff will arrange to meet with parents/carers at a mutually convenient time.

In terms of testing, LFT test kits are no longer issued by schools. It is recognised that some staff and pupils may be eligible to receive LFT kits via the NHS or may have remaining stock of test kits issued last session. While there is no longer a recommendation to test regularly, should a staff member or pupil test positive, they should remain at home for three days if under eighteen and five days if over eighteen. More broadly, if symptomatic with respiratory symptoms but not tested, NHS advice is to remain at home. In many ways, the advice is that which employers and schools would have issued for flu-like or other respiratory illness pre-COVID. When you feel well enough to work/attend school, you should do so unless symptomatic. More information from the NHS can be found via the following link, Coronavirus (COVID-19) | NHS inform.

#### Car Park

As you may be aware, there is a long-standing issue in the school car park at the start of the school day. The main issue occurs at drop-off times before school. Please refrain from turning into the car park and pulling into the left-hand side to drop pupils off.

On a daily basis, we see several cars do so in quick succession which results in a tailback that can extend to Grassyards Road. There are ample parking spaces available each day. There are also drop off zones located on Mackellar Place. Pupils are then able to cross the road safely at the traffic lights on Grassyards Road. When cars pull out having dropped off on the main throughfare in our car park, we sometimes see near misses between two or more cars or between cars and staff/young people. Please respect the safety of young people and staff and either drop young people off in a safe area near the school, or park safely in the school car park.

## **Window Repairs**

The majority of repairs to windows and window frames were completed during the summer break. All Heras fencing has been removed on site. Two frames require further repair and windows within those frames remain boarded up. All other windows are fully operational.

# School Improvement Plan Priorities - Session 2022/23

Our draft school improvement priorities are summarised below. This draft will be finalised after our first Parent Council meeting of the new session. The final and full plan will be accessible from the homepage of our school website by late August.

- Numeracy assessment and progression between our associated primary schools and St. Joseph's Academy
- Continuation of targeted interventions for those pupils At Risk of Not Attaining (ARONA)
- Formal launch of LearnWell (umbrella term for our approach to Spiritual, Mental, Physical and Emotional wellbeing)
- Re-establish Work Placement provision post COVID

I thank-you for your patience when considering the content of this letter. Further termly updates will be issued prior to the October, Christmas, Easter, and Summer breaks. In the interim, staff will issue communication to subgroups of pupils and parents/carers where relevant to the event or matter at hand.

Kind Regards

Mr Kane

**Head Teacher**