

Wednesday 5th August 2020

Return to Hyndland Primary School from Wednesday 12th August 2020



Dear Parents/Carers,

Firstly, we hope you are all well, and even if you haven't been far from home, that you have had a refreshing summer-even if it has been a bit wet! We are so looking forward to welcoming you back to school and hear all your news and views since we last were all together in March. All of our team at Hyndland, would like to thank you for your continuing support over the last term of last session and for your patience in communicating our plans for our return next week.

We hope you and your families are all safe and healthy, and have been able to make the most of the summer break to rest. We also hope you have been able to begin reconnecting with other friends and members of your families – those you missed so much during the lockdown period.

As you will all be aware from local authority, school and media communications, the First Minister announced last week that all schools are expected to return to full time provision for learners by Monday 17th August. As a result, the team have been reviewing and amending the plans that were put in place from the time of the school closures in March and leading up to the beginning of the summer break at the end of June when we thought we may be returning to a blended model. At the heart of our rationale lies the emotional health of all our young people; our school procedures will be quite different under the influence of the new guidance, but we don't want to lose that special culture of care and community that Hyndland provides-although there may be more necessary structure and awareness, there is no less focus on the child-centred, nurture rich and inclusive ethos of our school. We want to re-open with children's voices clearly heard and their happiness and confidence promoted and protected. We need to ensure our children enter this new period with a rigorous induction programme to protect them from becoming overwhelmed or disengaged. Several changes have taken place since the last week of term and with a lack of clarity over the return of pupils to full-time schooling, we fully appreciate that some families may be experiencing a degree of anxiety or uncertainty with regards to the conditions, protective measures and protocols in place for the children coming back to school next week.

To ensure that our school does everything possible to support the return to school as safely and effectively as possible for all learners, families and staff, we want to assure you that we will continue to work with and support all our families, placing the health and well-being of our learners at the heart of all our planning and decision-making.

Phased Return of Learners to Hyndland Primary

Schools within Glasgow City Council have been making their own carefully considered arrangements for the return of pupils over the first three days of the new session (Wednesday 12th to Friday 14th August) taking into account their local contexts and community. At Hyndland Primary, a great deal of time has been invested in identifying the best pathways to support our young people physically, socially and emotionally towards their return to school on a full-time basis from Monday 17th August.

Taking the best interests of our learners, families and staff into consideration, Hyndland Primary will be following a phased-return for all pupils across the first 3 days of the new session. Details of our return to school plan are as follows:

Wednesday 12th and Thursday 13th August (2 Induction Days)

Two initial induction days will take place to allow teachers and the school support team to work with smaller groups of children, encouraging them to explore any anxieties/concerns and thoroughly rehearse new protocols before the whole school returns on Friday 14th. Approximately half of the school will attend on each induction day using the groupings allocated under the blended model communicated in June (Group i, ii, or iii) before summer break to ensure siblings and extended care groups attend on the same day at the start of term.

On these days, **P1** learners will attend for **mornings only**, while **P2 – P7** will attend for a **full day** as follows:

Wednesday 12th August – <i>Group i Learners Only (Those originally allocated to Mon/Tues)</i>	
P1	Will attend school morning only from 9am – 12pm
P2 and P3	Will attend school from 9am – 3pm
P4 – P7	Will attend school from 9.15am – 3.15pm
Learners who were allocated to Group ii or Group iii <u>SHOULD NOT</u> attend on Wednesday	

Thursday 13th August – <i>Group ii & Group iii Learners Only (Those originally allocated to Thurs/Fri)</i>	
P1	Will attend school morning only from 9am – 12pm
P2 and P3	Will attend school from 9am – 3pm
P4 – P7	Will attend school from 9.15am – 3.15pm
Learners who were allocated to Group i <u>SHOULD NOT</u> attend on Thursday	

Friday 14th August (All pupils in School)

Following the first two induction days, **ALL PUPILS** across the school will attend together for the first time:

Friday 14th August – <i>ALL Learners to Attend</i>	
P1	Will attend school for an extended morning from 9am – 12.45pm (having their First Lunch in School)
P2 and P3	Will attend school from 9am – 3pm
P4 – P7	Will attend school from 9.15am – 3.15pm

From Monday 17th August: Full Time (P1 – 3)

P1-3 will continue to start at 9am and finish at 3pm throughout this term unless we have to move to a blended model or measures are reviewed by the Scottish Government. This staggered start and collection for our pupils will mitigate the risk posed by large groups of adults gathering at drop off and collection time, so we respectfully ask that you follow the revised arrangements.

Drop off and pick up arrangements: Playgrounds open from 8.50am and 2.50pm. Gates close at 3.30pm to allow our Afty to utilise outdoor spaces for after school care – thank you .

P1 Learners –Pupils enter via the P1 playground. Areas will be marked and labelled to support entry and exit. Pupils will be collected by their class teacher from the playground at 9am and led into school in the morning and out of school in the afternoon at 3pm. 2 metre markings will be made at the P1 Playground gate to support a socially distanced drop off and pick up at the beginning and end of the school day. A member of staff will be available in the P1 playground to support drop off and pick up each day. Please do not approach any staff at these points of the day for your safety and theirs and to allow them to focus on the little ones

P2 Learners – Pupils should line up each morning at the bottom of the stairs at the glass doors in P2 Playground at 9am where they will be met by their teachers. Staff will dismiss pupils at 3pm at the glass doors. Pupils will then leave via the entrance gate next to the bin access in the P2 playground. Please do not approach any staff at these points of the day for your safety and theirs and to allow them to focus on the children.

P3 Learners – Pupils should line up at the bottom of the stairs at the Main Entrance to the school in the P2 Playground at 9am. Staff will be at the top of the stairs at the main entrance to collect/dismiss children from the main entrance gate in P2 Playground at 3pm. Please do not approach any staff at these points of the day for your safety and theirs .

Please Note – To support social distancing measures, parents and carers are kindly asked not to enter or wait in the playground at the start or end of day. Please wait at the designated gate for your child(ren) and respect social distancing guidelines, being mindful of others and disperse immediately after collecting your child(ren) to allow the next wave of pick ups- unless waiting for an older sibling.

Break time – P1 to P3 break time will be from **10.20-10.35am each day.**

Lunch Break – The lunch sittings and break will be staggered between lower and upper school and reduced to 45 minutes to facilitate the dual leisure time. This will not affect the amount of teaching and learning time since the start and finish times of the school day are being altered by 15 minutes.

From Monday 17th August: Full Time (P4 – P7)

P4- 7 will continue to start at 9.15am and finish at 3.15pm. This is the pattern that will follow unless measures are revised by the Scottish Government.

Drop off and pick up arrangements: Playgrounds open from 8.50am and 2.50pm. Gates close at 3.30pm to allow our Afty to utilise outdoor spaces for after school care – thank you. Older siblings may wait in Playground 4 from 9-9.15am.

P4 Learners – Pupils should enter via the P1 playground gate and line up in the P1 Playground at 9.15am. They will be collected by their class teacher and accompanied into the building. They will be dismissed at 3.15pm by their class teacher via the P1 playground gate.

Please do not approach any staff members at these times to allow them to practise social distancing measures.

P5 Learners – Pupils should line up at the bottom of the stairs at the Main School Entrance in the P2 Playground at 9.15am. Staff will be at the top of the stairs at the main entrance to collect/dismiss children from the main entrance gate in P2 Playground at 3.15pm.

P6 Learners – Pupils should line up at the bottom of the stairs leading to the glass doors in the P2 playground at 9.15am where they will be met by their class teachers. Staff will dismiss pupils at 3.15pm at the glass doors. Pupils will then leave via the entrance gate next to the bin access in the P2 playground.

P7 Learners – Pupils should enter via the entrance to the P3 playground and line up in the P3 playground at the glass side doors next to the bike sheds below gym hall at 9.15am where they will be met by their class teacher. P7A and P7B will be dismissed at 3.15pm by their class teacher and leave via the glass doors in the P3 playground and leave the campus via the gate in the P3 playground.

Please Note – To allow social distancing, parents and carers are kindly asked not to enter or wait in the playground at the start or end of day. Please wait at the designated gate for your child(ren) and respect social distancing guidelines being mindful of others and disperse immediately after collecting your child(ren). During this time, with regret, our campus will not be available for before or after school play or gatherings .Hopefully not for too long!

Break time – P4 to P7 break time will be from **10.40 – 10.55am** each day.

Lunch Break – As mentioned already, the lunch sittings and break will be staggered between lower and upper school and reduced to 45 minutes to facilitate this. This will not affect the amount of teaching and learning time since the start and finish times of the school day are being altered by 15 minutes.

Further General Information

Time Keeping – Good time keeping will be essential considering the new access arrangements into and out of the school building. Anyone who arrives late will be requested to kindly wait at a designated area until advised it is safe to enter the school. School gates will be open from 8.50am. Any older siblings of younger pupils in P1 – 3 will be able to wait in playground 4 until 9.15am. The school gates will be closed at 3.30pm to allow the Aftu to use the outdoor spaces in the school grounds.

Enhanced hygiene procedures – An enhanced approach to hygiene will be promoted throughout the school. Regular handwashing will take place several times across the course of the school day for everyone; tissues will be available in all classes, and additional cleaning will also be taking place throughout the school day. The school will be introducing and monitoring a new toilet management system to limit the number of pupils using the school toilet facilities at any one time. Please be advised that some staff may choose to wear a mask/visor during the school day.

Lunches – School meal choices are to be reduced to two options each day and will follow a ‘coloured sticker’ system for each meal option to enable lunches to be collected quickly and support the flow of dining hall sittings. If parents/carers prefer to provide a packed lunch, please send the lunch in a

plastic bag that can be hung in the cloakroom until lunchtime. Due to restrictions in money handling, our catering division is still to advise alternative ways for how children can pay for lunches. We will send further information of this in due course.

Access to Water – There will unfortunately be no access to water dispensers in school. Full water bottles should therefore be brought to school at the beginning of the school day. If you think your child(ren) will require additional water, this should also be brought with them to school.

Dress code/Uniform/Items brought to School – A more relaxed approach will be applied to the school dress code to allow for **daily laundered clothes to be worn-this is a priority**. Pupils of course should wear uniform when available, but clean clothes are more important than school branded items. All children should bring a waterproof jacket to school, as well as shoes and footwear that can be used for games and activities outside since all P.E. activities will take place outdoors this term. **School bags should not be brought to school** as all resources will be provided in individual packs in personal trays for pupils in classrooms. We would appreciate if all soft toys or other personal toys and items also remain at home initially. Classrooms will be ‘clear zones’ and may look a little bare, but this is so all desktops and touch points can be cleaned thoroughly.

Parental Contact with the Senior Leadership Team, Teachers and Staff – Unfortunately, due to social distancing advice, unscheduled meetings or discussions cannot take place between parents/carers and members of staff unless it is an emergency. If you need to speak to a member of staff for any reason, a phone call should be made to the office in the first instance and a member of the Senior Leadership Team will reply as soon as possible. We regret having to formalise these partnership connections but we need to make sure we all stay healthy so we can be there for our children.

After School/Lunchtime Clubs - There will be no after school clubs initially at the beginning of the new session apart from Afty. Extra-curricular provision will be reviewed at the end of August and communicated to parents/carers as part of an ongoing review.

School Office – **please do not request access to our school reception without calling first to confirm with our lovely team if access is possible - our clerical team must be limited as far as possible from wide spectrum adult contact. Please also reconsider any requests for early pick up or day time appointments, administration of medication or drop off of lunches, resources etc unless absolutely essential, to limit adult access to the building. Our office will no longer be able to store luggage or bags for families or pass on messages to our students unless it is an emergency.**

I know this may seem quite different to our usual accommodating relationships, partnerships and flexibility, but to keep you, your children our team and our community safe we have to pause some of our traditional practices; we care just as much, but we have to modify our procedures for now .

We appreciate that this is a significant amount of new information to take in and adjust to. Should you need to speak to a member of the Senior Leadership Team **urgently** before we return to school for any clarification or potential problems, please email Miss Brown at headteacher@hyndland-pri.glasgow.sch.uk or call the school directly on Monday 10th or Tuesday 11th August between 9.30am and 1.30pm on 0141 339 7207.

We are looking forward to providing a warm welcome to all of our pupils and you, our families next week. Thank you for your ongoing support and understanding

Kind regards,

Hyndland Primary Senior Leadership Team