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|  | **EDUCATION, COMMUNITIES & ORGANISATIONAL DEVELOPMENT**  **Morven Snodgrass**  **Head Teacher**  Seafield Primary School  Deanshaugh Terrace  Elgin  IV30 4ES  Telephone: 01343 547792 | | |
| 30 June 2020 | | | email: admin.seafieldp@moray-edunet.gov.uk  Website: www.moray.gov.uk  Your reference:  Our reference: AS/AWC |

Dear Parents/Carers

**End of Session Newsletter 2019/20**

As we approach the end of our school session, I would like to thank you for your support throughout this particularly challenging school year. This Session has been so unique it has shown us what we are truly capable of; bringing out the best in people, in so many cases. Others have found the challenges too great to bear and this is where we have seen such a negative impact on families.

Session 2019/20 has been a year with more use of technology over a short period of time than we have ever seen, as a society. For us as a school community, we are starting to see the impact of the use of GLOW for home learning, the extension of Pastoral Care systems and the streamlining of our communication systems.

**Seafield Highlights 2019/20**

* Curriculum Leadership work – The completion of our Seafield Curriculum, has continued through lockdown, we are now almost ready to post our programmes of study on our NEW website to share with you as parents and carers
* Curriculum - focussed Family Learning – We took your views into account and rearranged our Family Learning sessions, to include changes to times and having a whole school focus. Sessions on Literacy, World Book Day and also JIGSAW – NEW Health and Wellbeing Programme, for whole school proved popular. Our P7 pupils did a sterling job with their information area in school reception
* Seafield App from AppsCentral has been gradually replaced with Expressions App from SEEMIS. You will only receive communications from Expressions as of the August term
* NEW Seafield GLOW Website and Blog – Thank you again to Mrs McClure, this is a fantastic resource to tie in with Glow online learning and it has proved invaluable during lockdown as a ‘go to’ for our different pupil groups and classes
* @SeafieldHT - Ongoing daily Twitter updates, automatically feeding into our NEW Seafield Website. Twitter has been a great means of sharing NHS, Scottish Government, Moray Council and Seafield Child-Care Hub information with you all. We have almost 500 followers
* Continuation of NEW Tracking system for all pupils, to track individual progress more clearly
* External Audits – August Education Scotland and Moray Council Self-Evaluation visit and Head of Service and Primary Adviser Visit, March. It is a lucky school who have external parties gathering additional information in order to support the existing improvement agenda
* Covid 19 Response – Increased Pastoral Care systems to support families more closely, see detail in May and June Newsletters, GLOW online Learning for every class, Key Worker System, Seafield Community Larder @moray food plus at Seafield, Nurture Room online, Seafield Child-Care Hub

**Standards and Quality Report 2019/20**

Our S and Q for this session would normally be published now, however in line with Moray Council and National policy, we will issue this in August. This important document evaluates our progress on our improvement priorities and lets you know how these initiatives have impacted on your child/children or indeed on you as parents and carers. Thank you for giving views and opinions to our Parent Partnership, we have been able to fully digest these and will take these into account in our documentation. We had updated the larger Self-Evaluation Profile just before lockdown, so we are in a strong position to use the information gathered up until this point and will be adding to this.

**School Improvement Planning 2020/21**

Of course, our ongoing improvement work as a school continues, even when in lockdown and is shared publically via our School Improvement Plan and Standards and Quality Report. Our SIP 2020/21 will be in a different format and is shaping up well in draft, using the information we have gleaned from our stakeholders and is also based on local and National priorities. Look out for this key document issued in August 2020. In response to the National situation, Moray Council have devised a NEW template, to include the Recovery Plan for all schools.

**Staffing 2020/21**

As I often say, we are very fortunate indeed to have such a committed and enthusiastic staff team here at Seafield, who continue to support our pupils in such a positive manner. This has been very evident in lockdown, with all of our staff taking on different roles to support children and families fully. I thank our team for doing this and parents and carers for their openness in working with us closely.

We say farewell to Mrs McCann who goes on Maternity Leave now, we welcome Mrs Henderson who arrives in her place for this session. Mrs Henderson will be teaching P7. We thank Mrs Anderson for her work at Seafield, covering many classes on a temporary basis and Mr Tripp who has covered the vacancy in P4/5 following Mr Scrase’s promotion. Congratulations to Mr Tripp for securing a permanent post on our Teaching Staff. We also welcome Mrs McCaughan as a temporary member of staff who will work at Seafield 5 days weekly at different stages of the school. We say farewell to Mrs Kelman, our fabulous Art teacher, who retires this week. We are inviting Mrs Kelman back for an Afternoon Tea as soon as we are able to do so. We hope she will be a regular visitor to Seafield.

**Pupil Equity Funding/Staffing 2020/21**

We have yet to confirm our full team for the new session, this is currently being costed and evaluations being considered. I will be including our plan in the SIP 2020/21 alongside the Recovery Plan.

**Transition Arrangements – Classes 2020/21**

I hope you have been able to access our Virtual Seafield Tour either @SeafieldHT Twitter or on our NEW Seafield GLOW website. This is our 2020/21 Step Up for all pupils, it will help to re-familiarise existing pupils with our buildings and grounds and will introduce brand new pupils and families to our beautiful campus. I look forward to doing show rounds and open afternoons once again, as soon as the situation changes to allow this.

During the final week of term, all classes have been working on Transition Grids, again to prepare for the new Session. Our new term will start with Transition and Getting to Know You activities. Our new classrooms are taking shape, a big thank you to our staff team for pulling together to do this. Mr McBride has been working quietly behind the scenes, remaining focussed and our Support Staff have been making the school look colourful and bright ready for pupils returning. Of course, we’ve had small numbers of staff time-tabled in the buildings, as permitted by risk assessment at this stage.

**Good Luck Amazing P7**

We take this opportunity to wish our amazing P7 pupils all the very best as they go into their Secondary School ‘careers’. I would normally be doing this at Summer Prize-Giving and P7 Final Assembly, but we have been able to do this by way of individual and socially distanced appointments with families out of doors earlier this week. It was just lovely to see everyone, looking all grown up and ready to hit Elgin High School and Elgin Academy.

We hope to organise a Disco and Party Night for our P7s as soon as we are able to do so. We would love to have everyone back at Seafield for an evening of fun and games. In the meantime, look out on Twitter and our website for the fabulous P7 Film – thank you to Mrs Simpson, Miss Cameron and team for putting this together #superstarp7s!

**Seafield Recovery Plan – 100% of Pupils Back to School, August 2020**

We plan **at this stage** for all children to return to school 5 days a week as of Wednesday 12th August.

We welcome our New P1 pupils who are going to be coming to school for half days on the first 2 weeks of term and then full days from the 3rd week. P1 pupils will be accompanied by their parents and carers at drop off (9.15am) and pick up (12.15pm). P1 parents and carers are asked to socially distance and use the ‘spots’ at the P1 lines.

All other year groups will be coming into the school grounds by themselves**. Please note that parents, carers and members of the public will not be permitted in the school grounds.** Please see below the practical information you need to know for starting back. Some of this has already been issued in the individual letters with details of your child/children’s classes.

* Walk to School – Please can all families encourage their children to walk or cycle to school. We need to avoid congestion around the entrances to schools and also minimise traffic. This builds on the Active Travel work we have done for so many years and WOW Programme. Walking to school independently also encourages resilience and good decision making. Parents and carers of infants may wish to walk children to a point which is near the school grounds. Look out in our surrounding area for our new Active Travel Programme and signs
* School Uniform – Please wear school uniform as normal on return to school in August, to include indoor shoes which can be left in the shoe houses in cloakrooms (no laces, unless children are able to tie them themselves) Coats will be hung on the backs of children’s chairs, as this is more in line with risk assessment
* PE Kits – Please come to school on PE days (announced Week 1) wearing dark joggers and house tee-shirts. Sweatshirts can be worn on top and left on pupils’ desks
* Visiting Staff – We are unsure about time-tabling of visiting staff as yet, this will be confirmed in August
* Late Collection – Any pupils not collected at the end of the school day should return to reception. The Wee Rainbow Room will be used as an Isolation Area for pupils feeling unwell, as we will not be permitted to have the soft seating in Reception
* Taxi Stop – Our taxi pupils will be dropped off at the old ‘Nursery’ car park, where support staff will collect them and escort to class
* Bags, Mobile Phones and Water Bottles – Children will not be able to take their bags or phones to school, so water bottles will need to be kept in school and on the floor underneath desks and taken home every day. Please phone the school office, or email if you need to make arrangements with regard to collection or appointments which are different to the norm as we will be unable to guarantee the safety of a mobile phone in school. Thank you.
* Playground – Playtimes will be as ‘normal’ as we don’t need to social distance in school
* Lunches – We don’t have any information as yet, but would expect pupils may have to bring packed lunch, with free school meals being provided either by voucher or packed lunch from canteen. A separate packed lunch box may be brought and only items which children are able to unwrap or open independently
* Staff Appointments – Please can we ask parents and carers respectfully, not to approach staff at the start or end of the school day, or come to school reception; as members of the public will not be permitted in the school grounds, with the exception of P1 parents/carers or parents/carers of children with needs who will drop and collect them at our learning Lounge door. All communication needs to be maintained online or by telephone. Thank you for your co-operation in doing this
* Lining Up – This will be as normal for pupils, cones will be set out on the first day of term and staff will be in the playground to help pupils. New pupils, Mrs Cull will be in touch to go over arrangements with parents and carers. We will email the class lines plan during the week of 4th August
* Homework – Homework will all be set online via GLOW. Please continue to support your child/children in learning this way. We may also need to return to Blended Learning if there is a resurgence or another lockdown, so it is important to be up to speed with glow. We can help with technical difficulties if need be

**Seafield Contingency Plan Session 2020/21 – 50% of pupils in school**

We have developed a contingency plan as requested by the Scottish Government, which we will put into action should there be a resurgence of Covid 19 and another lockdown situation. We hope not. This plan would involve 50% of pupils being in school at any one time, with all pupils accessing classroom learning for 40% of their week, 2 days.

We await Deputy First Minister John Swinney’s message on 30th July before we give details of this plan in full. Our Senior Leadership Team will be working during the week of 4th August, so **will let** **families know individually if we are not going to be coming back to school as 100% return.**

This would involve every class being split into ‘bubbles’ and pupils coming to school for either Monday and Tuesday or Wednesday and Thursday only, with the remainder of the Learning taking place online

and at home. We would use the whole school campus to put this model into action, we are lucky to

have so many GP spaces to be able to do this. We thank Miss Stuart and her metre stick for her time with this model. We will release detail if required.

**Holiday Dates**

A reminder that we close for the end of session on **Thursday 2nd July** at 2.30pm for all pupils and staff. I hope you all have a lovely Summer break from the routine which has become our normal in recent months. Relax, socialise and enjoy the outdoors. Too much time spent online is not good for us, we hope you are able to redress this balance over the Summer. School opens to all pupils P1-7 on Wednesday 12th August, with staff attending for full In-Service Agenda on Monday 10th and Tuesday 11th August. I look forward to welcoming our pupils back then, it will be so nice to see everyone and to get back to a bit of ‘normality’.

**Yours Sincerely,**

**Morven Snodgrass**

**Head Teacher**