**AUCHENHARVIE ACADEMY**

**Head Teacher: Calum Johnston BED (Hons)**

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**Date: 3rd August 2020**

Dear Parent/Carer,

I sincerely hope that you have all had a healthy and relaxing summer break despite the challenging circumstances that we find ourselves in. My staff and I are looking forward to welcoming pupils back to school and to working with you as we recover from the significant period of school closure due to COVID-19.

Like most schools in Scotland, pupils will return to school next week on a phased approach and I have identified below the plans for Auchenharvie Academy pupils. Can I please ask that pupils arrive in school no earlier than 5 minutes prior to the time identified below for their initial health and safety and timetable meeting. This will help avoid congestion and allow us to ensure a smooth start to the school term. It is essential that all pupils are in school for this important meeting to ensure all the appropriate information on the safe use of our school for pupils, staff and visitors can be communicated. Moreover, a copy of the revised school risk assessment for your information will be issued to you as soon as this is finalised to ensure you are fully informed on our school arrangements. This will include information about intervals, lunchtimes, movement into and around the school and advice to parents on drop-off, pick-up and parents attending appointments at school.

It is our intention to stagger pupil return over Wednesday 12th and Thursday 13th August as follows:

|  |  |
| --- | --- |
| **Wednesday 12th August 2020** | **Arrival time** |
| **S1** | **0840am** |
| **S5/6** | **0945am** |
|  |  |
| **Thursday 13th August** |  |
| **S4** | **0840am** |
| **S2** | **0945am** |
| **S3** | **1055am** |

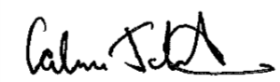
***Please note that pupils in S1/5/6 will be in school fulltime from Wednesday 12th August, and pupils in S2/3/4 fulltime from Thursday 13th August.***

Over the next few weeks and months, it will be crucial to ensure that attendance at school is as accurate as possible. Can I please ask that if pupils are unable to attend school that you let us know as soon as possible. Furthermore, if a pupil is unable to attend school due to COVID-19 related symptoms, it is essential that you inform us and speak in person with either your child’s pastoral care teacher or year head.

Finally, can I please ask that if you have not already done so, that you sign up to the NAC Parent Pay initiative. Our school canteens will be cash free from August, so please sign up as per previous communications from school and the local authority. You can access this support from https://www.north-ayrshire.gov.uk/coronavirus/education-learning/education-learning-covid-19.aspx

As ever, if you require any clarification on any aspect of our return to school, or any other matter relating to Auchenharvie Academy then please do not hesitate to contact us. We have missed working with you and are looking forward to returning to school next week.

Yours sincerely,



Calum Johnston

Head Teacher

Auchenharvie Academy