**AUCHENHARVIE ACADEMY**

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

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**Date: 7th August 2020**

Dear Parent/Carer,

We are very much looking forward to welcoming pupils back to school next week as per the arrangements highlighted in my previous communication on 3rd August 2020. I wanted to take this opportunity to clarify a few matters that have been raised over the past few days.

Pupils will enter the school building each day at designated entrance points for each year group. They will sanitise their hands and proceed directly to their timetabled class. Can I please ask that pupils arrive at school as close to the start of the school day as possible to avoid congestion in the playground and as far as possible having already had breakfast. Initially the canteen will not be open to pupils prior to the school day (with the exception of pupils who are entitled to free school meals and who receive free breakfast) so it is really important that pupils arrive just before the start of the school day ie) 0840am. The canteen will be operating a ‘grab and go’ service and we will be opening up the school assembly hall at lunchtime for pupils to eat lunch if they do not wish to do so outside. The canteen will no longer be a social space until current restrictions are lifted and it would be extremely helpful therefore if as many pupils as possible can bring their morning interval snack to school with them thus avoiding entering the canteen. Pupils entitled to free school meals will continue to receive this service.

Pupils will be free to leave school at lunchtime to obtain lunch from other premises to further avoid congestion in the school spaces. We do not normally allow S1 to leave the premises at lunchtime until after the October break and I would encourage all s1 to continue with this. It is however not going to be possible for us to impose this given the supervision duties required at lunchtime so parental support in encouraging new S1 to remain in the school premises at lunchtime would be greatly appreciated.

When dropping pupils off I would kindly ask parents/carers to refrain from bringing cars into the car park. Pupils should be dropped off outside the main gate and you should use the overspill car park as a turning point for vehicles. Full details of our whole school risk assessment is available on our school website and this is under constant review.

Pupils will be made aware of all arrangements for their safe return to school at assembly upon their arrival at school on the identified day and time of restart for their year group. Please see below.

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

We are asking pupils to wear school uniform upon their return to school. There has been no change to our uniform and school ties continue to be available from the school office. Pupils are also required to bring a school bag to carry jotters / books / resources etc and these will be kept under seats during lessons where previously they would have been put over the back of chairs or onto a peg on the classroom wall.

We will be operating a one way system in corridors and stairwells and signage has been displayed to indicate how this will operate. At the end of each period when the bell rings pupils will be released from classes into corridors in small groups and they are asked to make their way directly to their next class to avoid congestion and gatherings. All classrooms will have wipes and sanitiser and pupils will be asked to sanitise / wash their hands at the beginning and end of each period. They will also be asked to wipe down any equipment they have used during that period. We have ordered significant stationary supplies and where pupils are unable to provide their own stationary (pens, pencils, rubbers etc) then they will be issued with this by the class teacher to keep and use again. Pupils will not be permitted to share stationary and I would ask that you emphasise this to them prior to their return to school.

As per advice from Education Scotland all PE will take place outdoors and there will be no access to changing rooms. PE will therefore be very different to usual and we ask that on days when PE is timetabled that pupils come to school wearing their PE kit as far as is appropriate. We will be offering activities such as walking, cycling and other safe outdoor activities some of which will not require pupils to get changed and we are preparing a structured contingency plan for wet days. Please note that there will be no PE during the first week back and pupils will be informed of all arrangements for the subject including health and safety during their timetabled period next week. Certificated PE will be theory based and supported by outdoor activity until the restrictions on indoor activities are lifted.

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