**AUCHENHARVIE ACADEMY**

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

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**Date: 9th March 2021**

Dear Parent/Carer,

As you know the Scottish Government announced last week that schools could begin to reopen from Monday 15th March 2021 under specific circumstances.

The information below is intended to inform you of the arrangements for pupils returning to Auchenharvie Academy.

YOUR CHILD HAS BEEN PLACED IN GROUP A

**Arrangements for pupils in S1/2**

Pupils in S1/2 will return to school as follows starting with Group A on Monday 15th March 2021:

|  |  |
| --- | --- |
| **Group A** | **Monday 15th March, Wednesday 17th March,**  **Tuesday 23rd March, Thursday 25th March,**  **Monday 29th March, Wednesday 31st March,** |
| **Group B** | **Tuesday 16th March, Thursday 18th March,**  **Monday 22nd March, Wednesday 24th March,**  **Tuesday 30th March, Thursday 1st April** |

Pupils should arrive at school for 08.40am each day and they will follow their normal school timetable. Copies of school timetables will be available at registration on the first day back to school for each group. Please note the following health and safety rules to allow a safe return to school for everybody.

* Pupils using public transport to travel to school must follow all national rules regards face coverings etc.
* Pupils should arrive at school in full uniform (except on PE days)
* Pupils should try to time their arrival at school as close to the start of the school day as possible.
* Pupils should wait outside in the playground until the school bell rings at 0845am. The assembly hall will only be in use on days when the weather is adverse.
* Pupils should enter through the designated pupil entrance doors for specific year groups.
* All S1/6 pupils (unless medically exempt) MUST wear a face covering at all times when inside the school building. This includes during lessons. Pupils who are exempt must have a school pass which can be collected at the school office.
* Pupils must follow the clearly signed one way systems in corridors and stairwells.
* Pupils will be asked to sanitise their hands at the beginning and end of each period.
* Pupils will be asked to wipe down surfaces and equipment used at the end of lessons.
* The Junior canteen and toilets should be used by pupils in s1/2 and only one pupil per class will be permitted to the toilet at any one time.
* Pupils must be responsible for ensuring they make every effort to maintain 2m social distancing at all times while in school.
* Pupils can leave school at lunchtime but must follow the laws of the country when out in the community and in public places.
* Please note that all PE will take place outdoors, weather permitted.
* Please also note that as each classroom has a maximum capacity for 2m social distancing that some lessons may be delivered in different classes to usual. Teachers will inform pupils of this on the day if a change of class is required.
* Seating plans will be taken in each class and pupils MUST follow these for track and trace purposes.

**REMOTE LEARNING will continue using Google Classroom and GLOW for all pupils on the days when they are not timetabled to be in school. Some teachers may also choose to issue paper copies of work to pupils when they are in school to complete when they are at home.**

**Time will be provided to teachers to prepare Remote learning for S1/2/3 work on the Friday each week.**

**Pupils in S3/4/5/6**

Pupils in S3/4/5/6 will return to school as follows starting with Group A on Monday 15th March 2021:

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| --- | --- |
| **Group A** | **Monday 15th March, Wednesday 17th March, Friday 19th March**  **Tuesday 23rd March, Thursday 25th March,**  **Monday 29th March, Wednesday 31st March,** |
| **Group B** | **Tuesday 16th March, Thursday 18th March,**  **Monday 22nd March, Wednesday 24th March, Friday 26th March**  **Tuesday 30th March, Thursday 1st April** |

Pupils should also arrive at school for 08.40am each day and they will follow their normal school timetable. Copies of school timetables will be available at registration on the first day back to school for each group. Please note the following health and safety rules to allow a safe return to school for everybody.

* Pupils using public transport to travel to school must follow all national rules regards face coverings etc.
* Pupils should arrive at school in full uniform (except on PE days)
* Pupils should try to time their arrival at school as close to the start of the school day as possible.
* Pupils should wait outside in the playground until the school bell rings at 0845am. The assembly hall will only be in use on days when the weather is adverse.
* Pupils should enter through the designated pupil entrance doors for specific year groups.
* All S1/6 pupils (unless medically exempt) MUST wear a face covering at all times when inside the school building. This includes during lessons. Pupils who are exempt must have a school pass which can be collected at the school office.
* Pupils must follow the clearly signed one way systems in corridors and stairwells.
* Pupils will be asked to sanitise their hands at the beginning and end of each period.
* Pupils will be asked to wipe down surfaces and equipment used at the end of lessons.
* The Junior canteen and toilets should be used by pupils in S3 and the senior canteen and toilets for S4/5/6 and only one pupil per class will be permitted to the toilet at any one time.
* Pupils must be responsible for ensuring they make every effort to maintain 2m social distancing at all times while in school.
* Pupils can leave school at lunchtime but must follow the laws of the country when out in the community and in public places.
* Please note that all PE will take place outdoors, weather permitted.
* Please also note that as each classroom has a maximum capacity for 2m social distancing that some lessons may be delivered in different classes to usual. Teachers will inform pupils of this on the day if a change of class is required.
* Seating plans will be taken in each class and pupils MUST follow these for track and trace purposes.

**For pupils in s3/4/5/6 their learning from home will consist of one of two approaches and individual teachers will advise each class how remote learning will operate.**

1. **Some teachers will set up laptops and camera’s in their classrooms and ‘stream’ the lesson each day. This will allow pupils who are at home to continue to have contact with their teacher and to be able to ask / answer any questions. Links will be sent to pupils in advance.**
2. **Some teachers will continue to provide home learning work either through issuing physical copies to pupils when they are in school or through Google Classroom / GLOW.**

**I have encouraged teachers to use a blend of these approaches to avoid the situation where a pupil learning from home is in front of a computer all day.**

The above arrangements will continue until the Easter break only. Thereafter we are planning for a full return to school for all pupils. This will be confirmed by the Government over the next few weeks based upon the current transmission rates and also the safe return of pupils using the above arrangements.

**Lateral Flow Test Kits for S4/5/6 pupils**

In line with the government guidance Lateral Flow Test kits are available in school for pupils in S4/5/6. Please see my previous communication about these kits.

Pupils who wish to come to school to collect a Lateral Flow test kit can do so as per the following arrangements. Please note that all pupils under 16 must have the consent form signed by a parent/carer. I have attached the consent form to this communication. Senior pupils who already have test kits but require more can also collect these from school. When pupils are down to their remaining 2 test kits they should collect a new supply from the main school office. There is no need for a second consent form to be signed.

S4 pupils can collect test kits on Thursday 11th March between 9am – 12pm from the school office.

S5/6 pupils can collect test kits on Friday 12th March between 9am – 12pm from the school office.

I hope you find this information useful and if you have any further questions then please do not hesitate to contact school either directly on the email address above or through your child’s pastoral care / depute head.

Yours sincerely,



Calum Johnston

Head Teacher

Auchenharvie Academy