Dear Parent/ Carer,

Firstly I would like to take this opportunity to wish you and your family a very Happy New Year. These are very different times as you know and that means different solutions to help stem the pandemic. In line with government guidelines, Cumbernauld Academy’s doors will not be open to the majority of students at this time however a digital learning offer students will begin on Monday 11th January at 8.55 am for **all** students. A summary of this offer is described below

* The timetable will run as normal starting as week B on 11th January. Your child should login to the relevant Microsoft Team when they are timetabled for that class i.e. if your child has Miss Hart for Drama periods 1 and 2 on Monday they should login to their Drama Team at 8.55am where Miss Hart will be waiting for them. A variety of methodologies will be used by teachers in the digital delivery.
* Lessons will be delivered in real time and feedback will be given to students during the digital lessons. Pupils should not expect to get feedback outwith their lesson time as teachers will be engaged in other lessons and professional duties.
* All young people will follow the structure of the school day as set out in the [school handbook](https://blogs.glowscotland.org.uk/nl/CAcad/2021/01/07/school-handbook-2020-2021/). This will include start at 8.55am, break at 10.35-10.50am and lunch from 12.30 till 1.15pm. School will finish at the normal time depending on the day of the week.
* Children of keyworkers who have completed the application forms will gain access to the digital lessons from an ICT room within the school, thus ensuring an equity of delivery for all young people. Those young people who are attending the school building should wear school uniform.
* There is an expectation that all pupils will login and teachers will take a register of engagement for each lesson. Each week information around engagement will be collated and analysed by Pupil Support. In cases where pupils have not been engaging, Pupil Support will contact home to discuss any issues and possible support strategies that could be deployed.
* All pupils who are in receipt of additional support will continue to receive that support digitally from Additional Support Needs Assistants.
* Remember, in particular in the senior phase, once the school re-opens there will be a requirement on teachers to obtain accurate assessment information around progress, so it is vital that all students engage as best they can with the digital learning opportunities
* The Pupil Support Team will continue to offer advice and support to all students and will be in regular contact with students to check in on their well-being. Should you wish to contact your child’s Pupil Support Teacher, the respective [mobile numbers](https://blogs.glowscotland.org.uk/nl/CAcad/pupil-support/) are on the school website.
* If there is an issue regarding access to the online learning, please contact the school office in the first instance. The staff will do their very best to help you resolve any difficulties and in the event that they can’t, they will direct you to a solution.
* All young people have a copy of their timetable however if f you need a copy of your child’s timetable the office staff will be able to email you a copy.
* It is expected that all young people will follow the [acceptable use policy](https://blogs.glowscotland.org.uk/nl/CAcad/online-learning/) on the school website. You will also find a number of very helpful documents to support you with digital learning at this link

As a school community, we realise that none of this will be easy for young people, their parents or indeed the staff. Sitting at a digital device all day is just not the same as being in class with a teacher or your classmates and monitoring and supporting mental health will be a priority. The school recognises that it will be in everyone’s best interest to keep educational activities as varied as possible. Therefore we are currently discussing with faculties, what additional resources pupils might need such as photocopies, jotters, textbooks and stationery. Once we have ascertained this information, we will publish how this can be distributed safely to everyone.

I, along with the SMT, plan to visit as many digital lessons as possible over the coming weeks to offer support to staff and to check in with our students. Clearly there will need to be a regular review of how digital learning is going and currently the Parent Council are looking to develop a consultation with the wider parent forum on your experiences. In skills for life we will be doing the same with all of our students.

Finally, I would like to thank you all for your continued support and wish to assure you of the very best efforts of all staff to ensure the best offer we can make to your children. Please do not hesitate to get in touch if you have any questions. I am sure that together we won’t let the young people down.

Kind regards

Mark Cairns