24/6/2020

**Contingency Planning August 2020**

Dear Parents / Carers,

We hope that you are all keeping safe and well in the current situation and we thank you for your patience while awaiting the details regarding your child’s return to school in August. This is the earliest possible opportunity we have been able to share these details. In this email you will also find attached a Parent Protocol of our education recovery plan which summarises the key points in this letter. We realise this is a lot of information, but I want to ensure I am giving you as much detail as possible. We have liaised with other primary schools in our learning community and their head teachers to ensure our arrangements are consistent with advice and good practice at this time.

All the staff at Drymen Primary thank you for your support during the last term. We have missed seeing your children greatly and look forward to the point when they are back in school again.

**Inservice Days**

Our school calendar has 10th and 11th August as inservice days for staff, with pupils beginning to return from 13th August, dependent on their in-school learning days below.

Drymen Primary will continue to communicate with families via email over the summer holiday as arrangements may change in response to public health and government advice. We will try to give you and your child as much notice as possible of any changes. Please also check our school Twitter (@DrymenPrimary).

**Conic & Lomond Groups**

Our pupils will be split into two school groups: **Conic and Lomond**. Children will be able to attend on two and half consecutive days one week, and two consecutive days the next week.

**Your child is in Conic and will always attend on Monday and Tuesday.** They will attend Wednesday mornings on alternate weeks.

**Conic** pupils will attend school on

Week A: Monday, Tuesday (all day) and Wednesday morning **(school will finish at 12.30pm on Wednesday)**

Week B: Monday and Tuesday (all day)

**Lomond** pupils will attend school on

Week A: Thursday and Friday (all day)

Week B: Wednesday morning **(school will finish at 12.30pm on Wednesday),** Thursday and Friday (all day)

Siblings at the same school will attend on the same days.

We have been instructed to implement government advice to ensure children and staff have two metres physical distancing and all classes are at the maximum capacity for our setting. This means, unfortunately, we cannot be flexible at this time with children changing groups. We have ensured siblings are in school together (including in ELC settings) and classes have a mix of gender and additional support needs. We have also ensured that children who normally receive transport to school are split evenly across Lomond and Conic groups.

Please see the table below to confirm Week A or Week B in Term 1. **Again, these arrangements may change as a response to government and public health advice as we approach August 11th.**

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| **Week Beg.** | **Week Model** |
| 10.8.2020 | Conic attend Wednesday all day only.Lomond attend Friday all day only.  |
| 17.8.20 | Week A (Conic Mon –Wed) (Lomond Thu-Fri) |
| 24.8.20 | Week B (Conic Mon-Tue) (Lomond Wed-Fri) |
| 31.8.20 | Week A (Conic Mon –Wed) (Lomond Thu-Fri) |
| 7.9.20 | Week B (Conic Mon-Tue) (Lomond Wed-Fri) |
| 14.9.20 | Week A (Conic Mon –Wed) (Lomond Thu-Fri) |
| 21.9.20 | Week B (Conic Mon-Tue) (Lomond Wed-Fri) |
| 28.9.20 | Week A (Conic Mon –Wed) (Lomond Thu-Fri) |
| 5.10.20 | Week B (Conic Mon-Tue) (Lomond Wed-Fri) |

\*Every Wednesday school will finish at 12.30pm.

**Blended Learning:**

Our blended learning approach for the days of the week when your child is not in school will consist of home learning activities. Home learning will involve a mix of online and materials provided by the school. Staff will provide guidance to the children on their days in school of what they should aim to complete during their days at home. More information on this will be provided in August. We have closely considered feedback from families, including our questionnaire.

In school, teachers will spend time initially working with the children on Health and Wellbeing. This aims to develop relationships in the class, including with their new teacher. The children will learn about their rights, create a class charter and discuss their hopes and dreams for the term. Learning will also focus on our school values. Children will receive teaching in the areas of Writing, Reading, Numeracy and Maths and an interdisciplinary topic covering three other curricular areas. Please see the attached Parent Protocol for further information.

**Entering School & End of Day Arrangements:**

We would encourage most children, particularly P4-P7, to enter the playground without their parents/carers to support physical distancing and independence. We recognise this will not be possible for all children, particularly after a long period not in the school. If this is not possible, it would be helpful if only one parent accompanied your child. Physical distancing will be important between families outwith the school gates so we encourage parents to leave sharply after dropping children off. You may have to wait/queue outside the gate to allow children to come in and out ensuring physical distancing. Children should line up in the playground, and we will introduce bright and fun markings to help with physical distancing. Rather than using the pupil entrances, the children will enter their classroom using the classroom doors which open directly to the playground. **To ensure pupils arrive at staggered times and to allow siblings to arrive together, we would ask children to arrive at the following times by the first letter of their surname:**

A-E Arrive at school at 8.45am

F-M Arrive at school at 8.50am

N-Z Arrive at 8.55 am

Children will be dismissed at the following times at the end of the school day. Again, when possible children In P4-7 should be encouraged to leave the playground alone or with their sibling. For younger children, we ask one parent to collect their child and to physically distance in the playground whilst waiting. We will review these timings and arrangements after our first week, and I ask that all families support these arrangements by leaving the playground promptly. Thank you.

A-E depart at 3.20pm

F-M depart at 3.25pm

N-Z depart at 3.30pm

Our risk assessment requires visitors to the school to be clear about our procedures before entering the school. Please do not enter the school building without a prior appointment. If you need to speak to a member of staff, please telephone the office who will arrange for someone to call you back. Members of staff will be in the playground at the start and end of the day too.

If your child presents with COVID like symptoms while in school, as detailed on the current NHS inform website, we will contact you and ask that you collect your child as soon as possible and you should contact NHS 24 or request a test by visiting https://www.nhsinform.scot.

**P1 Parents/Carers**

A separate email will be sent to parents and carers of children in P1. P1 will arrive slightly later during the first two weeks to allow P1 children to settle into school with a family member to support and to allow for photographs on their first day of school.

**Uniform:**

Our school uniform is **navy cardigan or sweatshirt, white polo shirt and either navy or grey skirt, pinafore or trousers.** We encourage the children to wear these colours, as we believe that a uniform encourages our children to be smart, contributes positively to our school ethos and security by identifying them as belonging to Drymen Primary School.

**Where Can You Buy the Uniform?**

Many high street stores stock basic items. The uniform with school logo can be purchased online from Border Embroideries, www.beschoolwear.co.uk. In the interests of health and safety we ask that all children have shorts, t-shirt or polo shirt and rubber soled gym shoes for Physical Education (heavy training shoes are not suitable). T shirts should be white and shorts navy blue. Your child’s teacher will let you know which days PE kit is required. Jewellery and watches must be removed before PE lessons.

At the moment, children’s uniforms should be washed between consecutive days in school. Staff will also do the same or not wear the same clothes on consecutive days. **Children will be allowed to wear more general day to day clothes to school to support this when washing uniform daily is not possible. We do ask that children do not wear football clothes or those with designer labels.**

**What Children can Bring to School**

Lunch Box and lunch

Hand Moisturiser if necessary

School Bag

Jacket

Stationery within a pencil case

Wellies and waterproofs

**At this moment, we will not be asking children to bring separate indoor and outdoor shoes. They will not change their shoes when they arrive but may bring wellies to have outdoors. Shoes should therefore be suitable for in the classroom and outdoors.**

Jackets, stationery and school bags will be kept under the children’s table or at their individual work station.

**What children should not bring to school**

Additional reading books ×

Toys ×

Playing cards ×

**Playtimes**

In line with physical distancing guidance at this point in time, class groups will be asked to play together at breaks times in the playground. Our playground space will be split into different zones

1. Field 1
2. Field 2
3. The Wood
4. Shelter & Front Playground
5. Main play area
6. P1 Playground

On different weeks, each class will play in a different zone so they have a chance to play in different parts of the school. **We will relax this measure immediately when the government guidance changes.**

As you can see, there are a lot of changes having to be made and this will initially take some time for us all to adjust. I thank you in advance of your patience and cooperation, ensuring that we are putting the safety and wellbeing of our pupils, staff and families at the forefront of our actions.

Kindest regards,

Patrick Robertson

Head Teacher

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