

Dear Parent/Carer

I hope this communication finds you and your family well.

As you will already be aware from the First minister's announcement on Thursday 30th July, all schools will return, in full, to face-to-face education from Wednesday 12th August. With this in mind, Calderside Academy will operate a phased return to learning with all pupils being back at school on Monday 17th August.

Tuesday 11th August, all staff will return for Inset Day.

Wednesday 12th August, S5 and S6 should attend.

Thursday 13th August, S2 and S4 should attend.

Friday 14th August, S1, S3 and all ASN year groups should attend.

Monday 17th August, all pupils should attend.

We should all remember that, although this is a return to education for young people, it will not be a return to normality. That said we will endeavour to make things as much like our normal school day as possible.

I have given details above of the arrangements. I have also provided further information that will be useful to you. In this, I have tried to anticipate any questions that you might have. The information is current and I will contact you again if there are further updates. Please share all of this information with your child.

We are looking forward to welcoming everyone back.

Thank you.

Skayne Dodds
Head Teacher

1. Getting to School

- All pupils should wear school uniform.
- We would ask that school clothing is laundered as regularly as is possible.
- School transport will run as per normal. Further information regarding this will be sent to you by the School Transport Team at the Council.
- Young people will not require to wear a face covering on dedicated school transport.
- However, those travelling by public transport will require to wear a face covering while on the public bus.
- For those dropping children off in the morning or collecting them at the end of the school day, please do so away from the front and rear car parks and the bus bays.

2. Once at School

- Pupils should not enter corridors prior to the school day, during interval or at lunchtime.
- When the bell rings at 8.50 am there will be separate entry points for S5/6 (next to S6 common area), S3/4 (doors between PE and Maths) and S1/2 (between Maths and the ASN block).
- Upon entering the building, pupils should sanitise their hands using the wall-mounted equipment provided near the doors and make their way to their allocated class.
- Pupils should avoid physical contact with other pupils at all times during the day, both inside and outside the school building.
- The school day will operate as normal with an 8.50 am start and a 3.50 pm finish on Monday and Tuesday and a 3.00pm finish on Wednesday, Thursday and Friday.
- At the end of the school day pupils should sanitise their hands as they leave the classroom and leave the building by the nearest exit.

3. Interval

- Interval will be from 10.40 to 10.55 as normal, however S1 pupils will be released at 10.35am for a limited period of time.
- Food will be available from the main serving area and from other set up areas.
- While queuing pupils should maintain appropriate social distancing.
- Payment should be made by Young Scot card via the SLC "Fusion" Catering App. (A separate information sheet will be issued relating to this).

4. Access to Toilets

- Our normal out of class system will operate with class teachers issuing slips to pupils who require to get out of class to go to the toilet.
- Again, pupils should maintain appropriate social distancing while waiting to enter the toilets.
- A member of janitorial staff will monitor the access to toilets and will clean them on a regular basis throughout the day.
- Pupils will be asked to sanitise their hands on entry and exit from the toilets.
- There is plenty of soap and hot water available in all toilet areas to allow washing of hands.

5. Corridors

- Pupils must stay left of the central line, in single file in all corridors and stairwells.
- Social distancing signage is clear in all corridor areas and pupils must follow this guidance.
- There will be no queuing outside classrooms. Pupils should enter and sanitise their hands when they arrive at the appropriate classroom.
- Pupils should keep moving in the corridors at all times and should avoid congregating in groups.
- Door touch pads and handles will be cleaned throughout the day by the janitorial staff in school.

6. In Classrooms

- Pupils should sanitise their hands when they enter and when they leave a classroom using the wall mounted dispenser.
- Although social distancing is not generally in place in classrooms in school, staff will use all of the space in classrooms where cohorts allow.
- Pupils should not be allowed to sit within 2m of the teacher desk.
- School bags should be placed on the floor beside desks and jackets on the back of chairs in class.
- Class materials should not be shared e.g. any pencils issued will not be taken back by teachers. Where this is not practical, cleaning measures will be put in place. However, there may be practical elements of courses, which at least initially, will not be delivered.
- Pupils can wear face coverings in class if they want to.
- Pupil movement around the classroom will be limited and at the discretion of the class teacher.
- At the end of the period pupils will take an antiviral wipe and asked to wipe their desk area (or computer keyboard). The used wipe should then be put in the white bin in the classroom.

7. Lunchtime

- Lunchtime will be 12.35 pm to 1.20 pm as normal. S1 pupils will be released for lunch at 12.30pm.
- Pupils should use the Fusion App to pre-order lunch.
- Payment will be by Young Scot card only.
- Service will be provided from the main hatch areas and other areas set up for lunch collection.
- Additional seating will be available in Gym 1 and Gym 2 throughout lunchtime.
- Litter bins must be used in all areas.
- Pupils will be allowed to leave the grounds for lunch but should sanitise on exit and upon their return.
- Pupils should remember face coverings are required in shops and social distancing is necessary.
- Food purchased outside the school building will not be allowed inside the school building. Wrappers and containers should be disposed of in the external bins before entering the school.
- Packed lunches from home will be permitted.
- Pupils should sanitise their hands when they enter the building.

- While talking with friends in the grounds or in the Street area, pupils should maintain social distancing (2m gap) where this is feasible.

8. The Curriculum

- We aim to deliver a full curriculum although initially there will be some restrictions.
- More details regarding PE activity will be given to pupils by the PE staff in the first week.
- Initially there will be no lunchtime or after school clubs. We will look to introduce these as soon as we can or guidance permits.

9. Cleaning

- Door handles, push plates and glass panels, will be cleaned by janitorial staff, throughout the day.
- Cleaning staff on duty at toilets will ensure they are regularly cleaned during the day.
- Table tops and desks will be cleaned nightly with antiviral sprays.
- There will be electrostatic spraying of antiviral cleaners in rooms and public areas.
- There is an increase in the number of soap dispensers and of paper towels in the toilets.
- Hand sanitiser dispensing units are mounted on the walls in all classroom and in public areas

10. Illness

- In the event of any pupil falling ill or displaying symptoms of COVID 19 the class teacher will notify the school office and SMT.
- The pupil will be taken to the medical room to await collection by their parent or carer.
- We ask parents to make arrangements to collect their child as soon as possible after contact made by school.
- Appropriate healthcare protocols will be implemented at that point.

11. Other Information

- Face to face parental meetings will not take place for the time being.
- Similarly school assemblies will not take place.
- Key points relating to this info will be discussed in first period classes on the first day back.
- Masks or face coverings are not required in school but may be worn by pupils or staff if they wish.
- Where ever possible pupils should maintain social distancing, especially those in the senior phase.
- Please note failure to follow these guidelines will be treated as a breach of school procedures.

Fusion Mobile App

This is a new online ordering service for pupils and staff to pre-order meals/snacks for morning break & lunch. As long as the pupil or staff member has money on their ParentPay account, they will be able to pre-order. There will be dedicated pick-up points for pre-ordered items to reduce the queues at the servery.

A Grab & Go food offering means that schools can offer a truly contactless service to ensure that social distancing rules are adhered to. Our Pre-order app makes it easy to offer speed of service and control traffic flow with designated collection points.