



## **GUIDE FOR PARENTS/CARERS ON RE-OPENING LOCHSIDE ACADEMY**

### **Context**

On 23 June, John Swinney, the Depute First Minister (DFM), made a statement in Parliament which detailed the ambition of The Scottish Government for all children and young people to return to school full-time in August 2020. The DFM stressed that it is an aim which the Government is now working towards but it “remains conditional and dependent upon ongoing scientific and health advice.”

On the basis of this statement, Lochside Academy is planning to re-open on a full-time basis in August 2020.

However, we have also created a Lochside Academy School Recovery Contingency Plan which will be implemented only if the conditions for a full re-opening of the school have not been met.

By the week beginning 3 August, the Scottish Government will have instructed schools as to which plan is to be implemented. We will inform parents accordingly during this week.

The induction week as outlined below will be the same for a full re-opening or a recovery/contingency re-opening.

### **Chief Education Officer Letter**

Eleanor Sheppard (Chief Education Officer, Aberdeen City Council) has written to parents explaining the three possible scenarios for re-opening in August given the need to take stock of the situation at that point regarding COVID 19. The letter can be accessed on our school website: <https://lochside.aberdeen.sch.uk/school-recovery-contingency-plan/>

### **Lochside Academy School Recovery Contingency Plan**

Lochside Academy School Recovery Contingency Plan can be accessed on our school website: <https://lochside.aberdeen.sch.uk/school-recovery-contingency-plan/>

## **Induction Week – 10-14 August 2020**

All year groups will experience an induction session in the first week of term. During these sessions, pupils will be briefed on public health procedures, health and safety guidelines and expectations of pupil responsibility and behaviour. Each pupil will receive a copy of their timetable and a pack of resources for their own use.

<b>Day</b>	<b>Year Group</b>	<b>Time</b>
<b>MONDAY, 10 August</b>	In-service for Staff	All day
<b>TUESDAY, 11 August</b>	Staff Planning and Preparation S4-S6 re-coursing by appointment	All day 1330-1545 hours
<b>WEDNESDAY, 12 August</b>	S1 Induction & S6 Induction	0900-1315 hours
<b>THURSDAY, 13 August</b>	S2 Induction & S3 Induction	0900-1315 hours
<b>FRIDAY, 14 August</b>	S4 Induction & S5 Induction	0900-1315 hours

## Uniform

Pupils are expected to wear Lochside Academy school uniform when attending school.

The recommendation is that school clothing is washed after each in-school day.

Lochside Academy acceptable school uniform is indicated below and intimated on our school website at <https://lochside.aberdeen.sch.uk/school-uniform/>.

S1-S3	S4-S6
<ul style="list-style-type: none"><li>• A black skirt* or black trousers or thick black leggings</li><li>• A white polo shirt with or without school badge or a white formal shirt</li><li>• A black school sweatshirt with the school badge or/and a black school blazer (the blazer is optional for S1-S3)</li><li>• A school tie is optional for S1-S3</li></ul>	<ul style="list-style-type: none"><li>• A black skirt* or black trousers or thick black leggings</li><li>• A white polo shirt with or without school badge or a white or black formal shirt</li><li>• A black blazer with badge</li><li>• A school tie</li><li>• A black school sweatshirt, plain black 'v' neck jumper or plain black cardigan can be worn under the blazer</li></ul>
<ul style="list-style-type: none"><li>• NO denim</li><li>• NO sport logos on polo shirts, sweatshirts, etc</li><li>• NO tracksuit trousers</li><li>• Any footwear</li><li>• * Skirts should be a reasonable length as excessively short skirts are unsuitable for a school setting.</li></ul>	

## Journey to and from School

Pupils walking or cycling to school are expected to maintain social distancing, in line with Scottish Government advice.

Pupils who travel to school by service bus should wear face coverings and observe physical distancing guidelines. Further information on bus travel to school will be issued by Aberdeen City Council during the school holiday period prior to the start of term.

Please note that **parents/carers are not permitted in the staff car park and school grounds** to drop off or pick up their child(ren).

## **Arrival at School**

Pupils will be informed on their induction day during the first week of school reopening of the time they have to arrive at school and the entrance they have to use. Pupils will be required to use hand sanitiser, available at hand sanitisation stations, on entering the school building.

It is absolutely crucial that at all times, pupils must follow the instructions of staff and adhere to social distancing rules.

## **Moving around the Building**

A one-way system may be in operation in school which pupils must adhere to in order to maintain social distancing rules when moving around the Lochside Academy school campus.

## **In Class**

Pupils must use hand sanitiser on entry to each classroom.

Classrooms and class groupings will be organised in line with social distancing recommendations.

Pupils must bring their own materials (including pens, pencils, rulers, etc) to class and make sure that they leave nothing behind at the end of the lesson.

On leaving a classroom, pupils must wipe down their desk, chair and any surface they may have come into contact with. Cleaning materials will be provided for this purpose.

## **Break and Lunchtime**

Pupils will not be in school over lunchtime during the induction week and there will be no canteen facilities available. The provision of free school meal vouchers will continue.

Pupils should bring their own water and food as appropriate.

## **Toilets**

Toilet areas will be monitored with a strictly limited number of pupils being allowed access at any one time.

Pupils must wash their hands with soap and water, following public health advice, on entry and exit to toilet areas.

## **Leaving the School**

Following their induction session, all pupils must leave the school grounds immediately.

## **Parental Communication with the School**

Parents/carers are not permitted in the staff car park, school grounds or school buildings.

If a parent/carer wishes to talk to a member of school staff, they should telephone the school office (01224 241720) in the first instance.

## **Pupil Responsibility and Behaviour**

It is essential that all of our young people act as responsible citizens, adhere to social distancing rules, and as such, the highest standards of responsibility and behaviour are required. We cannot waste learning time. During lessons, teachers will be engaged in direct teaching to support the completion of tasks and activities at home. Any young person engaging in disruptive behaviour or not adhering to social distancing rules will be asked to work from home. This is for public health safety reasons and to maximise learning time.

## **Blended Learning**

Since Monday, 23 March our young people have been encouraged and supported to engage in digital learning at home. All the learning and teaching materials used during this period have been posted in Google Classrooms for each subject. It will be the responsibility of all pupils to ensure that they are up to date with work posted for each subject course. This will allow for continuity of learning and a productive start to the new academic session.

Pupils who are subject to shielding should continue to access learning through the relevant Google Classrooms.

## **Planning for Success**

Simple guides for parents/carers on how to best support young people can be accessed on our school website through the following link: <https://lochside.aberdeen.sch.uk/alternative-curriculum-april-2020/>.

Parents/carers can also request support for using any of the Google suite of learning Apps by requesting support using our very own Lochside Academy Google Helpdesk that can be requested using the following link: <https://docs.google.com/forms/d/e/1FAIpQLSeFW401JXQCRHIFxeWq7KocjOI9oFEyGVakzrZN9E0Q43wKoA/viewform>