



GUIDE FOR PARENTS/CARERS
ON
RE-OPENING LOCHSIDE ACADEMY
Updated version 4th August 2020

Context

On 30th July, John Swinney, the Depute First Minister (DFM), made a statement in Parliament confirming that all Scottish schools should return to full-time by Tuesday 18th August 2020. I wrote to you all at the end of term with information on our School Recovery Contingency Plan. Following the DFM's announcement, we have had to make changes to our induction programme and details of arrangements in place for reopening school next week and the first whole week thereafter on Monday 17th August 2020 as noted below.

Induction Week – 10-14 August

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 new timetable which will begin on Monday 17th August 2020.

Day	Year Group	Time
MONDAY, 10 August	In-service Day for Staff	All Day
TUESDAY, 11 August	Staff Planning and Preparation S4-S6 re-coursing by appointment • <i>(further information on booking appointments to follow)</i>	All Day All Day
WEDNESDAY, 12 August	S1 Induction & S6 Induction	09.00am – 11.00am
THURSDAY, 13 August	S2 Induction & S3 Induction	09.00am – 11.00am
FRIDAY, 14 August	S4 Induction & S5 Induction	09.00am – 11.00am

There will be no break during the Induction sessions.

Uniform

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

Scottish Government now states: “**School uniforms/clothing and staff clothing should be washed/cleaned as normal**”.

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

We hope to reintroduce ties for school pupils and staff after the September weekend. Further details will follow.

Journey to and from School

Aberdeen City Council will be issuing guidance about transport to school and this will be emailed direct to you as soon as the school receives it. **Please note that parents/carers are not permitted in the staff car park and school grounds to drop off or pick up child(ren).** Young people with additional support needs whose parent/carers need to drop them off at the school entrance should contact the school and a permit will be issued to allow access to the school grounds for this purpose.

Arrival at School

You will be emailed before Wednesday 12th August telling you which room your young person should report to on the induction day.

S1 – S4 must enter the school using the doors opposite the bus drop off point. S5 should enter using the library entrance and S6 use the main school reception entrance. 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.

In Class

Pupils must use hand sanitiser on entry to each classroom. Pupils must bring their own materials (including pen, pencil, ruler etc) to class and make sure that they leave nothing behind at the end of each lesson.

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

Pupils are allowed to take a school bag to school however pupil lockers will not be in use.

Physical Education

Pupils should bring PE kit to class and will change prior to taking part in the PE lesson.

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 for this week only.

Pupils should bring their own water and food as appropriate. All water fountains will be out of action.

From week beginning Monday 17th August the school canteen will be providing packed lunches to all FSM pupils and packed lunches can be purchased if required. As from Monday 24th August the school canteen service will be back to normal serving hot food.

On our full return to school, breaks and lunch times will be staggered.

Toilets

Toilet areas will be regularly cleaned. Pupils must wash their hands with soap and water following pupil health advice on entry and exit to toilet areas.

Leaving the School

Following their induction session, all pupils must leave the school grounds immediately. Classes will be dismissed in a staggered pattern to stop large groups leaving together and compromise social distancing.

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 & 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 guidance will be asked to work from home. This is for public health safety reasons and to maximise learning time.

Face Coverings

Scottish Government state face coverings should not be required for most children and young people. However, if anyone is wishing to wear a face covering in school, they will be allowed to do so.