



Kinellar School

Fintray Road

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Aberdeenshire

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26<sup>th</sup> June 2020

Dear Parents and Carers,

We are incredibly impressed with the resilience our school community has demonstrated over the past three months. We understand that the learning circumstances have been challenging as well as rewarding. We also appreciate that there will be a mixture of feelings for all involved as we return to school. Our staff are skilled at planning for various levels of development and take the social needs of the children into account, this will be especially important this year.

The changing picture in Scotland means that as of 23 June 2020 we should prepare for all pupils to be physically in school full-time in August. However, there are many conditions attached to this being the case. Therefore, we have developed contingency plans should a phased return be necessary, details of Plan A, B and C are included in this letter. The information you receive today will explain what learning in August may look like, please take time to read this carefully. As you can appreciate, this picture is constantly changing and may yet change again but we felt it important to share these plans with you.

Plan A – All pupils full time physical return to school

Plan B – 1 week in 3 physical return to school

Plan C – 1 week in 2 physical return to school

### **Classes**

Bearing the last few months in mind, we felt that keeping an element of consistency will be important to many in the coming school year. In practice this means that some pupils will remain in their current class group with their peers or stay with their class teacher. In some cases, both circumstances apply. However, this level of consistency is not possible in all cases, where this applies a careful handover will be carried out. Communication has been made with partner nurseries to support P1 transition and class allocation.

Every year we allocate children into classes for the coming year. Depending on the school roll, we are allocated a specific number of teachers and this is worked out by a formula. Obviously, we have to configure the classes according to the amount of staff and children we have. As you can appreciate the Covid-19 situation is an added complication to this process as at this stage we may have several staff members who are unable to return initially.

One of the most important elements when allocating children to classes is the parental response and the impact this has on the child's experience and attitudes. If you have concerns about your child's class, remaining positive when discussing this with them will support them when making the transition to next year.

We must stress that the allocation of classes is a role undertaken by staff and will be done in the best interest of the learning and the child. If we feel we need to discuss something in relation to your child being allocated a class next year then we will contact you. With nearly 400 children on the roll, you will appreciate that this is not an easy task and it takes much deliberation and discussion in order to come to the final allocation. If you have any concerns in August, please bring these to the attention of your child's teacher.

We do not change children's classes once they have been allocated. This also applies to grouping for the possible phased return. These groups will be communicated in a separate letter today. These grouping have been considered carefully to accommodate sibling groups. As you can appreciate this was a challenging task and we will not be in a position to accommodate individual requests.

Class	Teacher	Group Letter
		To follow in separate communication

### Full time physical return to school – Plan A

Following the announcement by Deputy First Minister John Swinney on 23 June 2020, we hope to welcome all pupils into school on August 12 we are referring to this as plan A.

### Possible phased return – Plan B & C

We have spent considerable time and energy developing contingency plans for phased return (plan B & C) should we need them.

#### Plan B

Our plan B contingency plan is based on the school roll, footprint of the building, staffing levels and social distancing regulations of 2 metres. Should these regulations still be in place, we will be returning with pupils attending one week in three.

Your child has been allocated a group which you can see above. Please see timetable below for the face to face teaching/learning days.

Plan B						
		Mon	Tues	Wed	Thurs	Fri
Week 1	10-Aug	In-service	In-service	Groups A & B	Groups A & B	Groups A & B
Week 2	17-Aug	Groups C & D	Groups C & D		Groups C & D	Groups C & D
Week 3	24-Aug	Group E & F	Group E & F		Group E & F	Group E & F
Week 4	31-Aug	Groups A & B	Groups A & B		Groups A & B	Groups A & B
Week 5	07-Sep	Groups C & D	Groups C & D		Groups C & D	Groups C & D
Week 6	14-Sep	Group E & F	Group E & F		Group E & F	Group E & F
Week 7	21-Sep	Groups A & B	Groups A & B		Groups A & B	Groups A & B
Week 8	28-Sep	Groups C & D	Groups C & D		Groups C & D	Groups C & D
Week 9	05-Oct	Group E & F	Group E & F		Group E & F	Group E & F

## Plan C

Our plan C contingency plan is based on the school roll, footprint of the building, staffing levels and social distancing regulations of 1 metre. Should these regulations be in place, we will be returning with pupils attending every other week.

Plan C						
		Mon	Tues	Wed	Thurs	Fri
Week 1	10-Aug	In-service	In-service	Groups A, B & C	Groups A, B & C	Groups A, B & C
Week 2	17-Aug	Groups D,E & F	Groups D,E & F		Groups D,E & F	Groups D,E & F
Week 3	24-Aug	Groups A, B & C	Groups A, B & C		Groups A, B & C	Groups A, B & C
Week 4	31-Aug	Groups D,E & F	Groups D,E & F		Groups D,E & F	Groups D,E & F
Week 5	07-Sep	Groups A, B & C	Groups A, B & C		Groups A, B & C	Groups A, B & C
Week 6	14-Sep	Groups D,E & F	Groups D,E & F		Groups D,E & F	Groups D,E & F
Week 7	21-Sep	Groups A, B & C	Groups A, B & C		Groups A, B & C	Groups A, B & C
Week 8	28-Sep	Groups D,E & F	Groups D,E & F		Groups D,E & F	Groups D,E & F
Week 9	05-Oct	Groups A, B & C	Groups A, B & C		Groups A, B & C	Groups A, B & C

## Wednesday Plan

You will note that on Wednesdays pupils will not be in attendance physically at school. This is to provide teachers with time to prepare lessons, provide feedback, address individual learner need, coordinate with other staff and manage online learning. This is also to provide the teachers with their statutory preparation time, normally they would receive this time through the provision of 'specialist teachers' visiting their class. At this time, due to social distancing guidelines we cannot follow this model. This time will be built into the teacher timetable on Wednesdays.

## Primary 1 Induction

We are in the final stages of reorganising the Primary 1 induction to fit with the various models. This will be communicated to new Primary 1 parents ASAP. We can confirm at this stage that they will have a phased start.

## Blended Learning

Plans are in progress to support pupils when they are not learning in the school building should this be necessary. We will continue to use Teams during these weeks. Teachers will set tasks to consolidate learning following the face to face teaching weeks. We will have an online staff team managing Microsoft Teams while staff are class committed in school as understandably, they will not be as responsive as they have previously been.

Details of these arrangements will be communicated in August should we require them.

## Return to School Details

We are working on a return to school document which will include finer details of what this may look like. This will include start and end times, details of catering arrangements, required materials for school and guidance on beginning and ending of school days to meet social distancing criteria.

Yours sincerely,

Kinellar SMT