June 2020

Dear Parents and Carers,

Firstly, I hope that you and your loved ones are well as we continue to progress through lockdown and that the easing of some of the restrictions is making life a little more bearable! Thanks to those of you who completed the survey and who, as a result, informed our thinking and our planning for school returning in August. There were a number of key issues that were raised, which we were also concerned about, so it was good to confirm that our agenda was shared. We have also taken the opportunity last week to physically meet (appropriately distant) with a representative group of parents and carers to consult and get feedback on our plans.

The key concerns raised by both parents/carers and young people during lockdown and in preparation for school returning were as follows:

* Health and Safety
* Lack of connection with peers
* Lack of access to learning and gaps in learning
* Lack of routine
* Concern about the future

We have developed a plan for August which takes account of the issues identified and enables our young people to get the best start possible to session 2020/21. You will appreciate that the position is ever changing, but we are confident that if the parameters do change that our plan is adaptable and flexible enough to accommodate.

August Timetable Attendance Pattern

|  |  |  |
| --- | --- | --- |
| Year Group | AM Session | PM Session |
| Senior Phase | 8:45-11:35 | 12:30-15:20 |
| S3 | 9:00-11:30 | 12:45-15:15 |
| S2 |  | 13:00 – 15:15 |
| S1 | 9:15-11:30 |  |

**Senior Phase Provision**

All Senior Phase pupils ( S4 – 6) will have two learning sessions in each of their chosen subjects totalling 170 minutes. This represents 68% of class teaching in each optioned subject. The remaining 32% of learning must be undertaken through blended learning.

Learners will spend a total of 170 minutes in school **each day** giving a total of 14.2 hours.

Pupils will attend **in a morning or afternoon group consistently** throughout the week.

**S3 Provision**

All S3 pupils will attend **in a morning or afternoon group consistently** throughout the week.

Learning will take place in a period of 75 minutes every week for each of the subjects they elected to specialise in and will involve one learning session per subject. This represents 50% class contact time so over the course of 2 weeks, learners will experience their full time in that subject area. For Maths and English, learners will undertake 150 minutes of learning in each area over two learning episodes. This represents 75% of learning in these areas.

Learners will spend a total of 150 minutes in school each day providing a total of 12.5 hours across the week.

**S1/2**

Learners will be in school for a total of 135 minutes each day giving a total of 11.25 hours. **S1** will attend as the **morning** groups, **S2** will attend as the **afternoon** group.

S1 and 2 learners will remain in the same classroom throughout. WE are still planning how we could add some core PE to the timetable for S1 and 2 and will update you in the new term if this is possible.

As well as planning a timetable we have also tried to take account of some of the concerns that became apparent in the completed surveys. Each of the bullet points was raised as an area that required greater clarification and there is a description of how we have planned to overtake these.

* **Health and Safety**

Start times will be staggered to minimise movement at the start of a block of learning and there will be various identified entry points to the school. **It is essential that learners come to school on time to ensure that movement across the school is managed safely.** Senior phase learners will change classes once during the learning period following a one way system. Those young people entitled to Free School Meals will be provided with a packed lunch. The school meal service will **not** be available for breakfast and snacks. S1 and 2 learners will remain in the same classroom throughout their learning period. S3 upwards will have one changeover during each day and we have been informed that as long as the movement across the school is brisk and ordered there will be minimum risk of infection.

* **Lack of connection with peers**

While we recognise that this is a significant issue, we require the maintenance of social distancing rules (although this may change by August) throughout the period in school and indeed on the school campus. Every young person starting in August will have a period of time to ‘settle’ back into school before the formal learning will take place. **There will be 2 in service days for staff on Monday 10th and Tuesday 11th August and school opens for learners from Wednesday 12th August.** The first three days will be focussed on Health and Well Being with a single teacher delivery in preparation for the new approach to learning required to progress in all year groups. From Monday 17th August the timetable as described will fully begin.

* **Lack of access to learning and gaps in learning**

We are aware that many of our learners had poor access to online resources throughout lockdown, although there were learning packs made available to be collected from school. Young people will be given additional resources to plug the gaps in missing learning and there has been a commitment from GCC that the anticipated roll out of iPads will be completed by early September. It is imperative that the school day is ‘completed’ at home and we require the support of parents and carers to ensure that young people continue to engage in learning when not in school. Teachers across the school will prepare learners for this on a daily basis and so we will be able to intervene quickly when it is obvious that little or no attempt has been made to work at home.

* **Lack of routine**

We are hoping that by being prescriptive and consistent about time of the day each learner will attend school and for how long **every day** that a routine will quickly be established. The blended learning approach which involves considerable engagement in learning out of school requires a routine to be established too (probably at home) and we will provide information later on to parents and carers around what that might be.

* **Concern about the future**

We will use the opportunity of daily contact with our learners to re assure and assess their well-being. We will also use the opportunity to clarify goals for the year and target set accordingly. However, if there is any concern about the wellbeing of any of our school community, we would encourage you to contact us as soon as possible to discuss those concerns and to develop a plan to overtake them

As well as the planning we have put in place regarding the curriculum, the money we receive from the Scottish Government to support learners further, called the Pupil Equity Fund (PEF), has been reviewed with staff across the school and discussed with groups of learners. Last week we also used the opportunity when meeting with groups of parents to discuss the use of the PEF funding to support our learners in many different ways but with a strong focus on partnership working – extending the expertise to provide a range of services for our learners. The plan will now be put on the website for general review. However, a significant focus of the spending will be in supporting learners to attain and achieve and plug some of the gaps in learning that have been missed. There is also a strong focus in supporting families to support learners as well as a number of interventions identified for young people who may find it challenging to re -engage with school.

**What will happen now?**

We know that there could be changes with regard to the further ease of lockdown in the 7 week period between now and the start of the new term, however we believe our plan is flexible enough to accommodate any changes moving forward and we will update you as soon as possible. A number of parents / carers have said that they have received little information over this period. I would ask that if you receive this letter, could you check with your own contacts of parents and carers of our school that they too have received a letter. It may be that we have not their most up to date contact details. Similarly, if you receive a text message, please check your details are accurate – it is easy to change your phone and forget to update the school with the new details.

We will continue to use twitter, post information on the school website, text and post out information as we have been doing regularly throughout the period of lockdown. Anyone who is not receiving the communication should contact the school office and provide updated contact details.

**Uniform**

The school uniform has not changed in recent years and remains as follows for next session:

* St Mungo’s Academy Blazer
* St Mungo’s Academy School Tie (can be purchased from the school office)
* Formal white school shirt/blouse
* Formal black trousers (not leggings/no jeans/no fashion trousers/no shorts)
* Formal black skirt (appropriate length, not lycra or netting - to be modest and practical)
* Black v-neck jumper/cardigan ( not round-neck sweat shirts / jumpers as school tie must be visible)
* Outdoor Jackets: must be removed and carried around the building (fashion items not permitted eg denim/ leather jackets or hooded tops)

From our discussions with parents and young people it is clear we all place importance on maintaining our high standards in uniform from August. Our school uniform supplier is BE Schoolwear and they are currently taking online orders for St Mungo’s Academy uniform if you know the sizes you wish to order**. Be School Wear intend to open their shop from 29th June and offer a measuring service for blazers.**

You can view their full range of clothing options on their website <https://www.border-embroideries.co.uk/>

The store address is 35 Argyle St, Glasgow G2 8AH (0141 221 4472 or 01361 810304).

**Inclusion and Additional Support Needs**

Our Pupil Support Team are planning for the new session by meeting with parents/carers, keeping in contact with many of our families by telephone and reviewing Wellbeing Action Plans for those who require them.  As part of our Pupil Planning review process, meetings will take place early in the new session to agree next steps in supporting those young people who require additional support, and particularly those transitioning from Primary School.

The Pupil Support Team are highly aware of the impact of lockdown on our school community and are working closely with our partner organisations on a range of interventions to support our young people and their families.  Should you have any concerns regarding your child please contact the school office who will pass the information on to your child’s Pastoral Care Teacher.

**Campus Police Officer**

Throughout the Covid- 19 pandemic Police Scotland has been working to support everyone in our St Mungo’s Academy community.  Our Campus Police Officer is PC Chris Smith. His role is to support all young people and staff when we all return to school in August.  Should you/your child have any concerns when in school you can arrange to speak with PC Smith.  For all other Police matters you are advised to call 101 or visit your local Police Station. There are legal implications if young people do not follow advice, instruction or behave in a way which would compromise the safety and well being of other young people and staff. **Please take time to speak with your child about the consequences of their actions should they chose not to follow government advice on health and safety.**

In the mean time, the summer holidays are ahead of us. We may be in contact with you during this period to update you, as this is an ever changing situation where not all details have been made clear to us yet regarding all aspects of schooling in August. Please continue to follow the school on twitter and review the school website for updates. We will also continue to use Group Call messages.

Any immediate or urgent concerns, please contact the school office on 0141 582 0260, where there should be a member of the team available in the morning.

I wish to take this opportunity to thank you for your on-going support of the work of the school during this challenging time. I hope you and your families can make the most of this unusual summer and we look forward to reconnecting with you in August.

Yours sincerely

Miss A Milton