

**People Directorate**

**Head Teacher: T S Stevens**



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Our Ref: TSS Your Ref: TS Stevens  
Date: 6 August 2020

Dear Parent/Carer

### **RE-OPENING OF CARRICK ACADEMY: WEDNESDAY 12 AUGUST 2020**

Firstly, I can only apologise for the length of this letter; there is a lot of information to share with you and I would appreciate you going through it carefully with your child so that we can ensure a safe and happy return to school for all of our children.

Scottish Government have stated that the incidence of Covid has reduced significantly to enable schools to reopen. Carrick Academy will **open FOR ALL PUPILS on Wednesday 12 August at 8.45am.** A high degree of vigilance remains and all necessary measures are in place at Carrick Academy to reduce infection risks.

#### **Social Distancing and Respect for Others:**

Scottish Government have stated that our children are not required to socially distance from each other, but they should maintain a 2 metre distance from adults in school. I would encourage you to remind your children to adhere to 2m social distancing where possible on the school campus and to avoid large gatherings or crowded spaces at break and lunch. We all have a responsibility to respect others around us who may have underlying health conditions or who may be living with vulnerable people at home.

#### **Health & Safety:**

In relation to health and safety, the school have carried out the appropriate risk assessments. We have put in place a one-way system for movement around the school building, a copy of this is attached, please discuss it with your child. Good hygiene is essential for reducing the spread of the virus, so we will introduce cleaning protocols for each class so that children can sanitise their hands and their work space. Please encourage your child to wash their hands where possible and to use hand sanitiser often; this will be available throughout the school including on entry to buildings and in classrooms. Our day cleaners will ensure that 'touch surfaces' in corridors and on doors are wiped down each period and toilets will be cleaned hourly.

New signage has been put up around the school to remind children of all of these measures.

#### **School Transport:**

Transport arrangements will operate as before; South Ayrshire Council are sending out a separate letter to parents with more details.

#### **Uniform:**

Pupils will be expected to wear full school uniform every day. Please encourage your child to identify with Carrick Academy by wearing school uniform; the preference is black trousers/skirt, white shirt, school tie and black jumper or cardigan with no large logos. Hooded tops are not part of the uniform and considered to be 'outdoor wear' so children will be asked to remove them in class. Please encourage your child to wear black shoes or all black training shoes. The school may be cold as windows and doors will need to be opened for ventilation so please consider purchasing a warm jumper or cardigan but NOT a hooded top for your child. I want our young people to be proud of their school and dressing in their uniform prepares them for work in school; it also supports us with keeping our children safe as they are easily identifiable as our pupils.

#### **PE:**

Pupils will have to change clothes when they have PE. Please ensure they have black shorts or tracksuit bottoms and a plain T-shirt. If children choose to wear training shoes as part of their school uniform, they should have another pair to change into for PE. The majority of lessons will take place outdoors so please ensure that your child has a rainproof jacket for PE.

#### **Break and Lunch:**

These will be at the normal times. A 'cold' lunch will be served in the dining hall from August until the September weekend; only sandwiches, baguettes and pizzinis will be available. South Ayrshire Council will review the selling of hot food at that time. In the dining hall, pupils will be asked to keep a 2m distance as they line up and purchase their food. We already operate a cashless system, this will remain. Pupils can still 'top up' their cards in the usual way or parents can add money to their accounts through the 'ipay system'. Our new S1 pupils will be shown how the canteen operates on their first day; they should remain on campus during lunchtime. Seating is limited so your child may wish to eat their lunch outside on the benches. Children can bring their own lunch to school. We would ask that children do not leave the school at break and lunch to reduce potential contact with the virus.

#### **Pick up and Drop off:**

If you drive your child to school, please drop off and collect them from the car park at the front of the school, we ask that the adults remain in their car.

#### **Visitors to School:**

If you require to communicate or meet with any school staff, please telephone the school to make an appointment on 01655 883 003. We will arrange to meet with you at the start or end of the school day. Please do not attend the school unannounced. This will reduce the number of adults entering the school and so limit the potential spread of the virus.

#### **Feeling Unwell or Displaying Symptoms:**

If your child has an increased temperature, a new continuous cough or a loss or change to their sense of taste or smell then they should not attend school. You should arrange to have a Covid test carried out and stay at home until you get the result. Please inform the school of the result. If your child displays any of these symptoms in school, they will be sent home immediately.

#### **Collection of Children during the School Day:**

If your child needs to be collected from school for any reason, a member of staff will telephone you and will arrange a time for your child to be collected from the school office.

#### **Supporting Learning:**

On their return to school, all children will be provided with a school diary and a pencil case that will include pens, pencils, rubber, ruler, sharpener, highlighters and coloured pencils. They will be

expected to bring them with them to school each day in their school bag to reduce the sharing of materials in class. New S1 pupils will also be given a Carrick Academy school tie and water bottle. Jotters will be issued in each class and children will be expected to take these home and bring what they need for their timetabled classes each day.

Children will be seated side by side facing the front of the class where possible. Resources within the class have been kept to a minimum and photocopied texts will be provided where possible to reduce the potential spread of infection.

### **Wednesday 12 August:**

#### **S1:**

All S1 pupils should meet at the register class meeting points in the open area of the playground, in front of the Surestart Building. Register class signs will be displayed and there will be School Assistants to welcome pupils and escort them to their class.

#### **S2-6:**

Pupils should go to their ELOS class when the bell rings at 8.45am.

A list of classes with ELOS Teachers and rooms is enclosed with this letter. ELOS will be extended into period 1 to give us time to welcome our children back to school, issue timetables, school diaries, pencil cases and to go over the new procedures. S2-6 will then follow their timetable in the usual way. S1 will have a bespoke timetable for the first day as we appreciate that they missed out on their 4 day induction in June. The children will be escorted to classes during their first 3 days as they settle in and get to know the school. Please be assured that we are fully aware that they may be a bit apprehensive starting a new school so staff will be on hand to support them as they start their new adventure.

### **Consortia Arrangements and Option Changes:**

South Ayrshire Council have agreed that children should not be transported to other schools or college to study courses up to the October break; this decision will be reviewed at that time. This will mean that the children will have online learning for these subjects. If your child would like to change options as a result of this, or would like to change other options, please speak to Mrs Stevens as soon as possible and no later than Wednesday 12 August.

### **Blended Learning:**

Carrick Academy will keep the Blended Learning approach as a contingency plan; this will be implemented if necessary to minimise disruption to learning.

### **South Ayrshire Council Communication:**

Updated information for parents and carers is now live on the South Ayrshire website. Frequently asked questions based on the local and national guidance is included for Early Years and Schools. In addition to this a short video has also been produced to summarise key information for parents and carers.

<https://beta.south-ayrshire.gov.uk/23813>

Local differences occur based on the needs and circumstances of the school.

Life is not back to normal yet but I hope I have covered everything that you need to know. Our guidance will adapt and evolve as national guidance changes. If you do have any questions, please do not hesitate to contact me at the school. All staff are looking forward to the new term and are excited about meeting our children again after so long out of school.

Yours sincerely

*TS Stevens*

T S Stevens  
Head Teacher

**Enclosures:** One Way System  
ELOS Classes