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To All Parents/Carers

Dear Parent/Carer,

I hope families have enjoyed a very pleasant summer break and that you have remained safe and well over the holiday period. I wrote to you at the end of term in order to outline our full plan, should school be forced to operate with reduced (50%) capacity but noted, in the final week, that the intention had moved to 100% return. **As many of you will be aware, the First Minister confirmed on Thursday that schools are able to return with 100% of pupils, albeit with measures in place to minimise the risks of Covid-19 in schools.** There are key measures we must take to minimise the risk for children and adults in our setting, and these are outlined in this communication (Please note: we will also retain the 50% X/Y model of timetable that we created, in the background, as a fallback should there be, at any point of the session, a need to limit capacity due to a localised outbreak, or a change to the national situation). This means that our timetable looks different this year to its usual structure, but this allows us to fold to X/Y, if required, and helps us to minimise movement and mixing of different groups in the building.

The information that follows should help to clarify arrangements for return and key measures that will be in place from next week. We have had to do much of this work in an emergent capacity and will, of course, adapt and improve any arrangements based on pupil, parent/carer and staff feedback when we begin to implement our new approaches. We will dynamically assess what works best for our school community in creating a productive, welcoming, happy and safe learning environment for our young people.

Enclosed with this letter are the following documents:

- **Day 1 – Arrival Instructions for Each Pupil Group** – *This summarises where everyone should go on their first day back in school*
- **Timetable for S1-4 pupils** (S5/6 will be issued on their first day to allow for course choice change updates)
- **School Calendar**
- **Annual Data Check form** to be returned to school by your child (please check contact and address details etc. that we hold for you are correct)

We are very much looking forward to welcoming pupils and staff back in order to populate our school once again with the life, energy and vitality that is the essence of our community.

Key Dates

Return dates are as follows:

Monday 10th and Tuesday 11th August – Staff In-service
Wednesday 12th and Thursday 13th August – S1 Induction Days
Friday 14th August – S6 Induction Day
Monday 17th August – Full timetable begins for S1-6

For **Ochil House** pupils, these are as follows:

Monday 10th and Tuesday 11th August – Staff In-service
Wednesday 12th August – S1 and New Pupils' Induction Day
Thursday 13th August – All pupils return

Timetable Rationale

Pupils' timetables this session have many more 'clusters' of subjects within a given day, rather than spread throughout the week. This is to help minimise movement in the school building and multiple cohort use of learning spaces. S5/6, for example, have two subjects with three periods each in a given day. This structure also allows us to 'fold' our timetable to 50% (X/Y), if required at any point, and retain senior pupil options.

Health and Safety Protocols

In order to **minimise risk** at this challenging time we have introduced a series of protocols that aim to **maximise social distancing and hygiene practices** in order to create an environment that **significantly reduces** risk of COVID-19 transmission. This has been informed by government health guidelines and consequent established Stirling Council protocols. To maximise safety and minimise risk, we have introduced the following measures (all of which will be exemplified for our young people on their return):

- Two-metre static social distancing between staff and pupils, with appropriate PPE in use when closer contact support is required (please note: in line with Scottish Government guidance, there is no requirement for pupil-to-pupil distancing);
- Removal of periods bells between classes in order to reduce the volume of pupils in corridors at any given point;
- Revised risk-assessment of practical activities (e.g. PE activities, arrangements in labs and workshops etc.);
- Class and school hygiene protocols that promote hand washing, use of hand sanitisers (now installed on walls outside learning spaces) and wipes to ensure work areas and resources are cleaned following pupil use;
- Reduction in large gatherings, where possible, (no full year group assemblies in the Theatre etc.) and limiting of adult and partner access to the school building;
- Pupils, as fully as possible, bringing their own core equipment;
- Minimised pupil movement due to timetable blocking;

- Revised lunch and break arrangements to reduce crowding/large gathering in the Atrium – adjustments to school meal service protocols; seniors with different break time in the morning and two lunch slots in order to reduce crowding in the Atrium and help with queuing in the local community at shops and food outlets;
- Full council and public health protocols will be in place should any pupil or member of staff present with symptoms;
- Parental support in instilling these habits at home and encouraging, in times between in-school contact days, that clothes and relevant kit are cleaned in line with government public health advice, as fully as possible.

A couple of other measures that are important to note are that **pupils will only have access to shared water coolers that are used to refill a personal bottle (there will be no access to water fountains that pupils would drink directly from)**. Where possible, pupils should bring water with them. **Chewing gum will also be *completely prohibited* in school.**

Wallace High pupils are excellent in their commitment to our values and in the positive relationships they establish to create a warm, safe and supportive school community. During this time of increased risk, any pupil who *deliberately fails to fully comply* with the above protocols, that are designed for *everyone's* safety, will be subject to a swift escalation of disciplinary procedures and direct parental contact.

At this stage there is no requirement for *pupils* to wear face coverings, however any pupil who wishes to wear a face covering may choose to do so at any point. Any parents who wish to discuss specific arrangements or concerns for their child (e.g. regarding underlying health concerns, any concerns from our BAME community etc.) should contact their child's Pupil Support Leader.

School Transport

Stirling Council has communicated transport provision arrangements with families over summer that confirm specific instructions for those who receive school transport. They have asked that we share the following communication:

Letters have been produced for parents of new pupils starting in P1 or S1 who are entitled to school transport. We have also produced passes for existing entitled pupils who would normally receive a pass for travel. For entitled pupils who travel on First bus services, we are in the process of sending the required information to them to start the production of boarding passes.

In addition, we would ask that you access the following link for up to date transport information which you should share with your child:

<https://www.stirling.gov.uk/learning-education/coronavirus-education-updates/>

Specific school transport is viewed as an extension of the school, and so face coverings are not required. We advise that pupils who regularly utilise *public transport* are mindful of social distancing requirements, face-covering requirements and restrictions with capacity/service that may apply in the new session.

Beginning and End of School Day

In order to minimise the flow of young people arriving at school uniformly, we are introducing slight changes regarding entry and exit to the building.

On arrival, pupils will enter via the designated 'wing' door for their first class that day in order to go directly to that class to be registered and begin learning. There will be no separate Tutor Group classes for the start of the session.

As fully as possible, we would encourage pupils to avoid public transport where healthy alternatives (e.g. walk/cycle) are available and to ensure that they *maintain safe social distancing from peers on their way to and from school.*

Regarding **entry and exit points**, pupils will no longer *all* enter and exit as a large group through the Atrium but will enter via separate doors for each wing of the building in order to maximise social distancing. Consequently, pupils will enter and exit via wings as follows:

Airthrey: Via the side doors off the Atrium opposite Ochil House

Logie: Via the main pupil door at the centre of the Atrium

Powis: Via the side door at the end of the PE corridor next to the grass pitches

All of this will be discussed with pupils and exemplified as part of our induction arrangements for them the first time they attend post-summer and we will have staff on-hand throughout the first weeks to direct and support as we establish this as regular practice.

Break and Lunch Arrangements

We will communicate fuller arrangements regarding break and lunchtime for pupils when we return, and these may be subject to some revision based on our liaison with catering services and some trials during our Induction Days and first full week back, as some specifics here are to be confirmed. There will be a lunch service in school, with a change to service in order to encourage good hygiene practices and distancing for adult servers. We will be arranging staggered social time for some senior groups at break-time and plan to pilot two lunch slots in order to minimise crowding in the Atrium and help us to manage access to local community outlets. S1 will not be allowed to leave the school grounds for lunch in the current climate. Pupils who receive free school meals will have these provided.

It is important to note, however, that any pupils who access community outlets during lunchtime must comply fully with community distancing requirements and wear a face covering in shops.

Pupil Support 2020/21

With all of the above presenting a new way of engaging, initially, for all of us, our Pupil Support Leaders will be more important than ever in supporting young people and families as we begin the new session. Looking ahead to the new year, I would like to confirm our Pupil Support structure for 2020/21 as follows:

Year Group	Depute Head Teacher	Pupil Support Leader
S1	Mr Cordiner	Ms Curwen
S2	Mr Cordiner	Mr Campbell
S3	Mrs Harris	Miss Dunsmore
S4	Mrs Harris	Mrs Chumley
S5	Mr Downie	Mr Kerr
S6	Mr Downie	Miss Christie
Ochil House	Mr Cordiner	Mrs Donaldson
Learning Support	Mr Cordiner	Mrs Chumley
Behaviour Support	Mr Cordiner	Mr Cavanagh
Wallace Hub	Mr Downie	Miss Christie

If you have any questions or concerns at any time, please do not hesitate to contact the school. In the first instance, we would encourage that you contact the Pupil Support Leader as they get to know individual youngsters in their year groups very well. If you have any further enquiries, the Depute Head Teacher for your child's year group is your next point of contact.

As I stress at all parental evenings/events, however, I am happy to talk with any parent at the first available opportunity if they have anything they wish to discuss with me.

Contact details are provided at the head of this letter and are available from our school website, alongside other valuable information about the school.

School Calendar

I have updated the Parental Calendar (including proposed activity dates – some final dates have yet to be confirmed and this will be updated on the website throughout the year) for the year ahead online removing the X/Y days. More than any other year, this calendar may be subject to key changes as a result of any developments around COVID-19. We still do not know, for example, at which point we will be able to have parents back in school for Parents' Evening feedback and information evenings etc. We have, therefore, in the first half of the year, indicated parental contact points that will guarantee written or phone/online feedback about progress if we cannot schedule a Parents' Evening. **Our School App will also be populated with a full school calendar and will be the key source for any calendar updates, as well as notifications and reminders.**

We have left the second half of the year much more fully, and optimistically, intact regarding a programme of events, but this may be subject to change. As a school that prides itself in the volume of extra-curricular activity and excursion experiences that pupils enjoy, I am very disappointed that we have had to reduce this in the session ahead as we simply cannot plan for such activities to go ahead. We will resume as full a programme as possible at the earliest opportunity that it is safe to do so.

Lockers

Please note that, with the revised government instructions regarding full pupil return to school, we **will now be allowing pupils to access lockers as part of their school day**. We will complete the process of clearing lockers and begin offering these to new S1 students and other new pupils within the first couple of weeks of term.

Uniform

I would also like to remind parents of how appreciative we are of your role in upholding uniform expectations. High standards of uniform are essential to maintaining a visible projection of our values as a community, equity, and a very positive impression of our pupils to the wider community beyond school. I would like to remind all S4-6 that, as our senior pupils, braided blazer is compulsory for all throughout the session. I would also like to remind parents that all branded uniform, including blazers and PE kits, is available from Logoxpres. Uniform can be ordered online at:

<http://www.logoxpres-schoolwear.co.uk/Wallace-High-School/>

As I stressed in my previous communication, however, we are fully aware of the potential pressure on families just now regarding financial constraints and possible challenges in the supply chain for items such as blazers. We absolutely understand if there is a compromise with blazers as we start back in August and, if any parent has any financial concerns regarding uniform, please do not hesitate to contact your child's Pupil Support Leader to discretely and confidentially discuss any support we can offer. We will issue new ties to S4 and S6 on their return to school.

I apologise again for the sheer volume of information communicated above. It is merely indicative of the fact that we live in very different and challenging times. Please be assured that we will support *all pupils* and ensure that they understand new protocols and core arrangements when we return. Young people have a great capacity for resilience and an ability to adapt to new situations. I am sure we will quickly get used to our new way of working.

Thanks, once again, for all your support with the above. I know that our entire staff team are looking forward to seeing our young people once again. In a period where we have, collectively, missed the richness, life and vibrancy that a school populated by pupils, staff and partners provides on a day-to-day basis, I am sure we will all be especially looking forward to getting back to school and working together to maximise achievement in session 2020/21.

Yours sincerely,



Scott Pennock
Head Teacher