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To All Parents/Carers

Dear Parent/Carer,

As we approach the end of what can only be described as a truly unique school year, I would like to take this opportunity to thank *all* parents and pupils for your contribution to school life this session. Your continued support has been genuinely appreciated by staff amidst very difficult circumstances that have curtailed pupils' direct teaching time in school, resulted in significant adaptations required by home/online learning and, for our seniors, required real resilience following the considerable disappointment of not being able to see SQA courses, that they worked so hard on, through to their natural conclusion. In the midst of all this, the positivity we have received from across the school community has been essential to fostering the shared values that fuel our on-going commitment to achieving the best outcomes for all of our young people, especially in these unprecedented times. From a personal perspective, I am incredibly proud of the many examples of altruism from across our community that, in the face of a national crisis, have ensured that some of our families most in need have received personalised support. I can genuinely say that it is a pleasure to serve as Head Teacher in this community on a daily basis. I look forward to welcoming pupils physically back to school for face-to-face teaching, albeit with initial blended online learning, in the coming year and supporting them to realise their full potential.

Key Dates

Our school year finishes at **12.45 on Thursday 25th June** and our first group of pupils resume at **09.00 on Wednesday 12th August**. I am very conscious that the blended approach required to accommodate the initial reduction to **one-half learning provision in school**, as a result of COVID-19 restrictions, has the potential to cause some confusion. We will endeavour to clarify arrangements for the new session as fully as we can in this communication. Our pupils will receive full clarity on revised arrangements and working practices to support school learning and blended home learning when they return in August. For Wallace High, return dates will be 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 model begins for S1-6, with **X group** in on Monday

Timetable Rationale

In reducing our timetable to one-half provision in-school and one-half provision via home/online blended learning, we have worked incredibly hard to provide a model that:

- Preserves a balance of subject allocations and, thus, a broad and rich curriculum;
- Establishes class and teacher groupings that will remain when, hopefully, the timetable scales up towards 100% in-school contact time (as soon as possible according to government and public health advice);
- Provides more concentrated 'blocks' of learning that minimises movement in the building and maximises focus for in-school curricular learning;
- Maximises existing subject choices for our senior school and S3 personalisation and choice electives;
- Ensures every child has learning time in school each week;
- And allows health and safety and cleaning protocols to take place that enables practical activities essential to a rich curriculum.

The one-half model means that your child will have, in the context of a two-week cycle, contact with *all subjects and curricular experiences* on their timetable. This will be balanced with allocated home learning to continue between in-school contacts. In Wallace High, this will work as follows:

- On the last occasion that pupils see a teacher before a substantive break in learning (e.g. they finish up on Friday and see that teacher the following Tuesday) that teacher will clearly indicate what tasks have to be completed before the next session and will issue this work to pupils;
- Teachers will also indicate any online resources that should be utilised to support this learning;
- Teachers will indicate a contact time where they will be available to take any questions or check any enquiries about an issued home learning task via Google Classroom, so that if a pupil is stuck or has questions they can receive further support – including face-time support via Google Meet;
- The teacher will go over home learning, as appropriate, on the first session back in class and support pupils in progressing to their next stage of learning;
- As well as the above, school extension tasks will be available via online platforms, there will be personalised learning support and Education Scotland are publishing resources for all pupils nationally to assist with blended learning.

In all of the above, we believe the blend of in-school teacher support and direction will provide the necessary structure to direct home learning and help pupils progress until we can increase the proportion of direct teaching time in school. Pupils can also use their school timetable to structure study periods at home and build in screen breaks and health and wellbeing time during, for example, PE and PSE slots.

Regarding **School of Sport**, we are working on a model that will allow us to begin delivery in term 1 to our existing S2 and S3 pupils and have trials for S1 so that they can begin their programme by term 2. We will be restricted in exactly what activities we can offer at the start of the session, but we are keen to engage pupils across our five schools of sport as fully as it is

safe to do so. We will be communicating further specifics regarding the model here by the second full week of term, but this model will support increased school contact activity on days when your child is not scheduled for other classes and so will bring them even more direct educational delivery.

Ochil House pupils have a personalised timetable model that Mrs Donaldson and the team will liaise on with individual families.

Practically Understanding the X/Y Timetable Model

Wallace High School						
2020 ~ PUPIL TIMETABLE CALENDAR ~ 2021						
WEEK	Begins	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	10 Aug	INSET 1 - Staff Return	INSET 2	S1 Induction 1	S1 Induction 2	S6 Induction
2	17 Aug	X	Y	X	Y	X
3	24 Aug	Y	X	Y	X	Y
4	31 Aug	X	Y	X	Y	X
5	7 Sep	Y	X	Y	X	Y
6	14 Sep	X	Y	X	Y	X
7	21 Sep	Y	X	Y	X	Y
8	28 Sep	X	Y	X	Y	X
9	5 Oct	Y	X	Y	X	Y

Enclosed with this letter is a timetable for your child which should sit alongside the above calendar, which breaks school days each week into **X and Y** full days.

In order to reduce our timetable to a one-half model, we have taken all our students and allocated them an **X or Y** letter. *This is noted above until October only at this stage. We will aim to move to an even fuller provision beyond this as soon as the national situation around COVID-19 and any reduction in social distancing advice allows us to do so.*

Your child should aim for 100% school attendance on the days noted next to their letter. For example, if you are an X student, during the first full school week (beginning 17th August) you should attend school on Monday, Wednesday and Friday. You will then return to school the following week on Tuesday. In summary, pupils attend school every second day.

When your child is not in school, as noted above, they will follow learning tasks allocated by the teacher in individual subjects and online learning activities. There will be agreed 'check-in' opportunities to support pupils who may have questions about work/need direction at home.

New S2/S3 Pupils: Please note that, as is the case every year with transition to new stages in the Broad General Education, there are **class changes for some of our new S2/3 pupils**. This is partly dictated by elective choices and timetabling requirements in S3. In S2, we have had to create an additional new class as a result of an increase in our roll. Pupils will be attending Tutor Group in a different period 1 class each day anyway, as part of our X/Y model and staggered start arrangements, and so new Tutor Group classes will not be normalised until we return to full timetable.

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 in August):

- Reduced provision to one-half to ensure two-metre static social distancing can be achieved in all learning spaces;
- A one-way system to minimise pupil contact during any transition points;
- Revised risk-assessment of practical activities (e.g. PE activities, socially distanced changing facilities, arrangements in labs and workshops etc.);
- Class and school hygiene protocols that promote hand washing, use of hand sanitisers, social distancing in classes and wipes to ensure work areas and resources are cleaned following pupil use;
- Pupils, as fully as possible, bringing their own core equipment;
- Minimised pupil movement due to timetable blocking;
- Revised lunch and break arrangements to maximise preservation of social distancing;
- 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 not have access to shared water fountains**. They should, therefore, bring water with them, if they require this. **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.

School Transport

Stirling Council will communicate transport provision arrangements with families over summer that confirm specific instructions as a result of any adjustments because of social distancing. This will be for all pupils that receive statutory school transport provision.

We advise that pupils who regularly utilise public transport are mindful of social distancing 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 a slight phasing of entry and exit to the building. We would ask that, *as fully as possible*, parents try to ensure pupils arrive at school *close to their designated time*.

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. Timings and entry and exit points are noted below:

Arrival Times (Monday and Tuesday long days):

Fallin buses: pupils go directly to their first class when their bus arrives, regardless of year group.

S1: 09.00
S2: 09.05
S3: 09.10
S4: 09.15
S5/6: 10.00

Arrival Times (Wednesday – Friday short days):

Fallin buses: pupils go directly to their first class when their bus arrives, regardless of year group.

S1: 09.00
S2: 09.05
S3: 09.10
S4-6: 09.20

Departure Times (Monday and Tuesday long days):

Fallin buses: at designated bus arrival time, regardless of year group.

S1: 15.40
S2: 15.45
S3: 15.50
S4-6: 15.55

Departure Times (Wednesday – Friday short days):

Fallin buses: at designated bus arrival time, regardless of year group.

S1: 14.50
S2: 14.55
S3: 15.00
S4-6: 15.05

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 in August as some specifics here are to be confirmed. There will be a lunch service in school, and we will be arranging staggered social time and socially distanced lunch and break provision.

Pupils who receive free school meals will have these provided. It is important to note, however, that pupils **will not be allowed off school grounds at any point in the day and will not be able to access local establishments for lunch. We strongly recommend pupils bringing a snack for break time and packed lunch during this initial period.**

Senior School Re-Coursing

SQA exam results are scheduled to be with our **S4-6 pupils on Tuesday 4th August** and our **re-coursing following results will take place in school from 12.00-13.30 (New S5) and 13.30-15.00 (New & departing S6) on Thursday 6th August.** Reminders about all of this will be communicated more fully on the School App closer to the time. Any S4 pupils who wish to discuss courses will do so on the first day they are in school for their new timetable by arrangement. **Please note that the added complexity, this session, of starting the year with sub-divided X and Y timetabling to allow a reduction in pupil capacity for social distancing will impact on our ability to offer alternative course options.**

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 (Acting)
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 (Acting)
Ochil House	Mr Cordiner	Mrs Donaldson
Learning Support	Mr Cordiner	Mrs Chumley
Behaviour Support	Mr Cordiner	Mr Cavanagh
Wallace Hub	Mr Downie	Miss Christie (Acting)

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 meet 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 included with this letter a 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. More than any other year, this calendar may be subject to key changes as a result of any developments around COVID-19. We do not, for example, know 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, to assist with social distancing and cleaning protocols, pupils **should not** use their lockers at the start of the session. Locker use will be fully re-instated when we return to full educational provision. Pupils who have existing lockers and need to get certain materials from them will be given the opportunity to do so on their first day back.

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 recent communication on the School App, 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 for the sheer volume of information communicated above. It is merely indicative of the fact that we live in, hopefully temporarily, 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.

I stress again that I hope that this is for a relatively short period and that we can get close to full provision as soon as possible. Unfortunately, as I know you appreciate, this is entirely out of our hands in the current context.

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 August following the summer break. 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