



ELLON ACADEMY WEEKLY INFORMATION FOR PARENTS/CARERS

To: All Parents/Carers
From: Pauline Buchan, Rector
Subject: Weekly Information Up-date
Date: Friday 19th February 2021

Here are the updates for this week. I have added in our parental communications this week for a one stop shop for return to school information. **New information is in red type for your reference:**

Next Parent Council Meeting:

The next virtual Parent Council Meeting is on Wednesday 3rd March at 7pm.

Return to school arrangements – Parent/Carers Letter of 17.2.21

Wednesday 17.2.21

Dear Parents/Carers

Return to School for Senior Phase (Practical Subjects) and Continued Remote Learning

On Friday evening (12.2.21) the Covid Emergency Response Guidance (CERG) for Senior Phase pupils returning to schools was published:

[Prioritising the return of senior phase learners: Technical guidance for providing senior phase practical work in-school \(education.gov.scot\)](https://www.education.gov.scot/News/Prioritising-the-return-of-senior-phase-learners-Technical-guidance-for-providing-senior-phase-practical-work-in-school)

Following the First Minister's announcement in Parliament on 2.2.21, over the past 2 weeks, the Senior Leadership Team and Principal Teachers have been working to anticipate this guidance and therefore, we look forward to welcoming our S4-S6 pupils back from Monday 22.2.21, as the First Minister confirmed on Tuesday 16.2.21.

As per the guidance, senior pupils will return in small groups (5-8% of the whole school roll) to participate in on-site teaching and learning for practical subjects which have assessable SQA elements. For Ellon Academy, the subjects with practical elements to be delivered in school in Learning Bubbles are:

S4/5 Admin

S4 Woodwork

S4 Metalwork

S4/5/6 Drama

S4 Hospitality

5/6 Woodwork

Here is the Practical Subjects timetable for return:

Monday 22.2.21	–	S4 Woodwork; S6 AH Drama; N3/4 Admin; N5 Admin
Tuesday 23.2.21	–	NPA Drama; Higher Admin
Wednesday 24.2.21	–	S4 Metalwork; S5/6 Woodwork; S4 (Col F) Hospitality (Miss Coughlan and Miss Hepburn's class (double period on a Wed)
Thursday 25.2.21	–	S4 (Col E) Hospitality (Miss Hepburn's class, double on a Fri)
Friday 26.2.21	–	S4 (Col D) Hospitality (Miss Coughlan's class, double period on a Mon)
Monday 1.3.21	–	S4 Woodwork; S4 Nat 5 Drama; Nat 3/4 Admin; Nat 5 Admin
Tuesday 2.3.21	–	Higher Drama; Higher Admin
Wednesday 3.3.21	–	S4 Metalwork; S5/6 Woodwork; S4 (Col F) Hospitality (Miss Coughlan and Miss Hepburn's class (double period on a Wed)
Thursday 4.3.21	–	S4 (Col E) Hospitality (Miss Hepburn's class, double period on a Fri)
Friday 5.3.21	–	S4 Col D Hospitality (Miss Coughlan's class, double on a Mon)

Break and Lunch Bubbles:

Woodwork/Metalwork Pupils	-	Canteen
Drama/Hospitality Pupils	-	Sunken Social Area
Admin Pupils	-	S5 Social Area
ASL Hub Pupils	-	G7 ASL Hub
Keyworker/Vulnerable Pupils	-	Games Hall

Parents/Carers of pupils expected in school for practical subjects will also be sent this information via Groupcall email to alert them to the days/times for their children. We strongly encourage that your young person attends the essential practical sessions for SQA course purposes and because pupils will be in school for a full day, additional provision will be made for them to access bubble areas for minimal study/remote learning if practical work for the day is done. Usual registration procedures will stand, and Parents/Carers will receive an absence alert if a young person does not arrive at school when expected.

Transport

The Aberdeenshire Transport Unit has been informed if your son/daughter will be attending school and on which days, so pupils will be picked up and dropped off at the usual times before and after school. **Pupils will require to wear face coverings and be 2 metres apart on school buses.**

Remote learning (Senior Phase/Broad General)

Now that the First Minister has announced that senior pupils will return to school for practical work, we have had to review and increase the staffing of our in-house provision for Keyworker/Vulnerable Children. This means that teachers are now part of a rota to supervise these groups in school, whilst continuing to deliver online remote learning. Furthermore, the teachers of some practical subjects will be in school from Monday 22nd February, delivering in-school live lessons. This now looks like a 4-week phased return, so remote learning from home will continue via Google Classroom and will be signposted on the weekly Learning Schedule for all pupils.

However, face to face Senior Phase practical delivery is our priority during this time, so for Broad General (S1/2/3) pupils, staff will continue to post work, but any marking and feedback will be significantly reduced for those staff who are in school supervising the Hub and/or delivering in-school teaching. Teachers will post on each of their Google classrooms that they are delivering face to face lessons/supervising in the Hub that day and will not be able to provide feedback or complete marking for any work submitted remotely. Similarly, in school teaching will replace remote learning for some senior phase practical subjects.

Arriving and Leaving School Entry and Exit Doors/Sanitising Stations

We will not be using the Bus Park for drop off/pick up from Monday 22.2.21. This is because of the return of our Senior Phase pupils, attending school for practical subjects, making the Bus Park much busier and therefore potentially dangerous for pick up/drop off of Keyworker/Vulnerable and ASL pupils.

New Arrangements for Vulnerable/Keyworker Hub Pupils:

- Hub pupils to enter and exit **Start and End** of day through **Main Reception**
- Hub pupils to use **Games Hall** for Registration, Break time and Lunch time
- S1/2 pupils – Room **S28**
- S3 pupils - Room **S32**
- Senior pupils - **Library**
- Toilets opposite Humanities to be used
- Break Time 10:15- 10:30
- Lunch Time 12:15-1:15

Up-dated Arrangements for ASL Hub Pupils:

- ASL Hub (G7) pupils will revert to the main reception entrance and not the pupil door entrance because the Bus Park will be much busier with more traffic, so therefore it is safer for ASL pupils to enter the school via the main reception doors as per previous arrangements. Some ASL pupils like to know of any changes in advance, so we hope that parents/carers will be able to explain the reason for this change to your child if necessary.

Arrangements for Senior Pupils accessing Practical Subjects:

- Woodwork and Metalwork Pupils – use the main pupil doors
- Admin Pupils – use the main reception doors
- Drama and Hospitality Pupils – use the main reception doors

Catering

- The usual catering facilities will be available for pupils in school:
 - Breakfast club, break and lunch
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Pupils will be directed to a social zone at break and lunchtimes and must stay within this zone. **We strongly encourage pupils to stay on campus at lunchtimes**, but pupils who choose to go off-site for lunch will be expected to follow the rules in place for wider society.

Risk Assessment

- Entry/Exit (as above)
- Face Coverings - We continue to be in Level 4, so all pupils and staff must wear face coverings at all times
- Social Distancing – 2 metre social distancing will apply in classes and at social times
- Toilets – Pupils will be able to access the toilets closest to their learning bubbles
- Social seating – all social times seating will be 2 metres apart, so we do not expect pupils to move seating around
- Cleaning – Cleaning staff will continue to provide additional cleaning during the school day

School Uniform

- There is no requirement for school uniform currently

Pupil Conduct

- Pupils who disrupt the learning provision in school, or who do not comply with risk assessment mitigations, can expect discussions with Parents/Carers regarding their continued access to on-site learning

Keyworker/Vulnerable Children

- Keyworker/Vulnerable children will continue to access school to access remote learning and will be supervised by a rota of subject faculty teaching staff.

I will ensure that we will continue to up-date Parents/Carers regarding the future phasing back of pupils and we hope that this will be as soon as possible.

Please contact your child's Principal Teacher of Guidance if you have any queries.

Thank you for your continued patience and support.

Yours sincerely

Pauline Buchan, Rector

Engagement Tracker:

The school has now moved towards a more streamlined approach to sending emails home when assignments have not been handed in by the deadline. Previously, individual emails were sent from each subject. Now, Parents/Carers will receive an email if their young person has not handed in 5 or more assignments (S1-S4) or 3 or more assignments (S5/6) across a range of subjects. Google Classroom 'to do' lists allow pupils to manage their assignments. Parents/Carers, who have signed up to the Google Guardian notification service, will also be notified in the weekly summaries of assignments not handed in by the deadline. Hopefully this new system will help keep Parents/Carers informed but without potentially a significant number of emails, which may feel overwhelming at times. We will keep the revised system under review. Parents/Carers may continue to get emails from individual subjects/teachers until the old and new systems converge or if you need to be contacted for another reason.

We understand these are challenging times for families and there may be numerous reasons for the non-submission of work. Outstanding tasks will remain available for completion in the respective Google Classrooms.

We very much want to support families to help their young person engage in their learning away from school. Please see below for the support we can offer:

Issue	Support/Contact Details
Lack of devices	Email: techsupportellonacademy@aberdeenshire.gov.uk or contact your child's Guidance Teacher
Connectivity issues	Email: techsupportellonacademy@aberdeenshire.gov.uk or contact your child's Guidance Teacher
Technical Difficulties	Email: techsupportellonAcademy@aberdeenshire.gov.uk
Unsure of task	Message Class Teacher through Google Classroom
Need help with task	Message Class Teacher through Google Classroom
Any other issue	Contact your child's Guidance Teacher Cheyne: Paula.Waugh@aberdeenshire.gov.uk Forbes – Nicole.Jeffrey@aberdeenshire.gov.uk Keith – Kris.Findlay@aberdeenshire.gov.uk Macdonald – Claire.Kaczmarek@aberdeenshire.gov.uk Sinclair – Lyndsey.Donald@aberdeenshire.gov.uk (Mon/Tue), May.Watt@aberdeenshire.gov.uk (Wed – Fri)

S3 DTP Men ACWY Vaccinations:

The S3 DTP Men ACWY vaccinations which were originally scheduled for February will now not happen until term 4. A new date will be scheduled after the Easter holidays.

S3 Reports:

Staff have been working on S3 Reports and the date for staff to complete and PTs to quality assure is Wed 24.2.21. To allow time for collation and administration, parents/carers can expect these reports to be sent home week beginning Monday 1st March.

Staffing Up-date:

Ellon Academy Trainee Counsellor: This week we met Nicola Smart via Skype. She is keen to get involved with the school and will be working closely with Guidance/Pupil Support Workers and ASL in the interim until her training is complete. Nicola will be in virtual school for 3 days per week (Monday's, Tuesday's and Friday's) with Wednesday at University and Thursday as a study day until her course finishes in the summer. She will then be able to start counselling on a one-to-one basis after the summer break. We look forward to working with her.

Pupil Support Worker: Steph Smith has now taken up post here at virtual Ellon Academy. Her official start date is 1.3.21

Developing the Young Workforce: Tev Warrander from DYW North-East will soon be joining the staff as our DYW Worker for 2.5 days per week. Tev will be joining our DYW Impact Team so more information on his role will be issued in the future.

Principal Teacher Modern Foreign Languages: After competitive interviews, Miss E Mathers was successful in her appointment to PT Modern Languages. She will formally take up her post when Mr McColm retires at the end of April. We wish them both every success and happiness for the future.

Return to education: the details

Pre-school children, pupils in primaries 1, 2 and 3, and a limited number of senior phase students who need access to school for essential practical work will return from **Monday, February 22**.

A limited increase in provision for children with the most significant additional support needs will also be permitted where schools believe this is essential.

In terms of safety in schools, senior secondary pupils will be required to observe two-metre physical distancing while in school and on school transport.

Home-testing kits will be also be made available to senior phase pupils and all school staff, including those in early learning settings. (Ellon Academy parents/carers and pupils will receive a communication about what this involves imminently)

Updated school safety guidance is due to be published, and work is also being undertaken with YoungScot to provide online information and support for senior phase pupils who want to take part in the testing programme.

Details of the second phase of school re-opening is expected to be set out in a fortnight, although it is unlikely any more pupils will return to school before **Monday, March 15**.

The First Minister also announced that local authorities and schools are to be provided with an additional £40million, as part of a wider £100million package to accelerate school recovery.

She added that the National Qualifications 2021 Group will soon publish further details on how qualifications will be awarded this year.

Full details of the arrangements for returning to education has been published on the [Scottish Government website](#).

Website up-dates:

Please follow the link below to the latest up-dates on our Ellon Academy school website:

<https://ellonacademy.aberdeenshire.sch.uk/parent-zone/>

Thank you once more for your continued support.

Yours sincerely,

P Buchan

Pauline Buchan, Rector 19.2.21