



22 June 2020

Dear Parent/Carer,

Baldragon Academy: Education Recovery Plan - S1

With the last week of term upon us and with school finishing for the summer on Friday 26 June 2020, I write to offer you a final update with information to support your child's return to school in August 2020.

The Baldragon Academy education recovery plan has been developed in line with current Scottish Government guidance and in full consultation with Dundee City Council. It is also important to note that this plan is specific to the context of Baldragon Academy. Whilst there may be themes that are similar to other secondary school plans, every school, like every child, is unique and therefore a 'one-size fits all approach' is neither appropriate nor practical.

Since our school closed, I have kept our Parent Council abreast of all matters impacting the delivery of education in our learning community. I am exceptionally grateful to all our parent representatives for their advice and counsel and in our ongoing consultation around key aspects of our school recovery plan.

Therefore, please be assured that our recovery plan - [underpinned by Articles 28, 29 and 31 of the United Nations Convention on the Rights of the Child \(UNRC\)](#) - is based on the principles of:

- safety for all;
- physical distancing rules, as they currently stand, implemented in all aspects of school life;
- maximising face to face contact between teachers and pupils based on staff availability and school accommodation;
- maintaining positive pupil/teacher relationships;
- delivery of the full curriculum with a special focus on literacy, numeracy and health and wellbeing;
- ensuring learners' needs are met - through staged intervention, individual recovery learning plans and appropriate learning pathways;
- flexibility to allow our school to respond swiftly and fluidly to local or national change.

Arrangements for August

As normal at the start of a new school session, the first day of term, Monday 10 August 2020, is an in-service day for school staff. Therefore, our pupils will return to school from Tuesday 11 August 2020, following the structure:

	am	pm
Monday	S5/6	S5/6
	S3	S2
Tuesday	S4	S4
	S1	S2
Wednesday	S3	S2
	S1	S1
Thursday	S3	S5/6
	S1	S2
Friday	S4	S4
	S3	S5/6

Baldragon Academy

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Remote Learning Portal:

<https://sites.google.com/dd.glow.scot/baldragonacademyrlp>

This means, that all S1 pupils will attend school: Tuesday 11 August in the morning only; Wednesday 12 August all day; Thursday 13 August in the morning only. S1 will continue to follow this pattern of attendance, on these allocated days, until further notice.

To avoid congestion, and to ensure physical distancing measures can be adhered to, we are asking all S1 pupils to arrive at 9.00am, on their first day only (Tuesday 11 August), entering via the pupil entrance on Harestane Road or the side lane leading from Balgowan Drive. School staff will then safely usher all S1 pupils, from the playground, into our large gym hall to be safely organised into their learning sets. Here they will receive a welcome and safety briefing/induction from myself before being escorted to their classroom.

All S1 pupils will be working in small learning sets and will learn from a consistent space called a 'home room'. This is where your child will be based for almost all of their learning. To reduce movement and congestion around the school building, teachers will move between learning sets allowing pupils to remain in their home room 'bubble'.

During their first morning at Baldragon Academy, your child will receive important information such as:

- their own recovery plan timetable;
- their unique school day start and finish time*;
- arrangements for collecting Free School Meals.

*Staggered start and finish times will be given to all pupils in all year groups. This is to help avoid congestion at key times during the school day and must be strictly followed from their second day of school onwards. As a general guide to help plan your day, the staggered school start/finish times your child may follow are:

	Start time	Finish time
AM opening	8.45am	11.45am
	8.55am	11.55am
	9.05am	12.05pm
PM opening	12.40pm	3.40pm
	12.50pm	3.50pm
	1.00pm	4.00pm

Days when your child is in school all day will be a combination of an AM start time and a PM finish time. **Your child will receive their unique timings as part of their first day in August.**

Curriculum

All S1 pupils will continue to follow the broad experiences and outcomes of Curriculum for Excellence; receiving their learning across the eight curriculum areas of Languages (including English and French), Mathematics, Social Studies, Sciences, Technologies, Expressive Arts, Health and Wellbeing, Religious and Moral Education.

Learning episodes will last 60 minutes with 3 learning episodes in a learning slot (AM or PM opening). We have ensured that your child will receive 2 learning episodes of English and 2 learning episodes of Maths per week with the remaining time being assigned across the curriculum areas.

This means that your child will receive 720 minutes (44%) of their normal learning in school.

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To ensure the remaining time in learning is not lost, teachers will continue to provide tasks and experiences via Glow and our school's remote learning portal: <https://sites.google.com/dd.glow.scot/baldragonacademyrlp>. Using a variety of learning platforms, such as Microsoft Teams or Google Classrooms, your child will be able to continue their learning at home via a 'blended' approach. It is important to recognise that as we have strived to ensure a maximalist approach to teacher/pupil contact across all year groups, teachers will not be able to engage remotely in the same way as they have been doing during the school closures. However, please be assured that your child will have enough learning to continue with and teachers will frequently explain home learning tasks and provide feedback to your child during their class contact time. We will also provide 'hard copies' of any learning if required.

Lunch Arrangements

It is anticipated that catering arrangements will be minimal. Therefore, unless your child is entitled to Free School Meals, a packed lunch must be provided. You should also ensure that your child brings a filled bottle of water. Please note that we will not permit S1 pupils to leave school during lunch when they are attending on a full day.

Health and Vulnerability

Pupils who are clinically vulnerable or are living with someone who are clinically vulnerable, including those who are pregnant, should attend school. However, if your child is living with someone at very high risk of severe illness (requiring 'shielding') then you must contact your child's guidance teacher. This is to allow us to establish an individual risk assessment before agreeing the most appropriate place of learning for your child.

School Uniform

After discussion with our Parent Council, it has been agreed that all pupils will wear a full school uniform in August 2020. We firmly believe that school uniform, as part of our broader range of improvement measures, supports the development of a positive whole school ethos and therefore helps to improve behaviour, discipline and motivation. We believe that school uniform promotes a sense of pride and belonging to the school, encourages equality and inclusion and improves the climate for learning. These are values which we will need to draw upon more than ever in the 'new normal' school session.

If you are in receipt of Income Support, Job Seekers Allowance - Income Based, Income Related Employment and Support Allowance, Universal Credit (where take home pay is less than £610 per month), Support under Part VI of the Immigration and Asylum Act 1999, Housing Benefit, Council Tax Reduction or Child Tax Credit with an income of less than £16,105 (as assessed by HMRC), you may be entitled to receive a grant towards the cost of buying essential clothing to enable children up to the age of 16 to attend school.

<https://www.dundee.gov.uk/service-area/children-and-families-service/school-clothing-grants>

Our school uniform policy is clear and very simple:

- white blouse or shirt;
- black trousers or skirt;
- black pullover or cardigan (with school tie showing);
- black footwear;
- school tie (striped for S1 to S4, senior tie for S5 and S6);
- black outdoor jacket;
- braided school blazer.

(Prefects and the Pupil Leadership Team are recognised by the strips on their sleeves).

Apart from our school badge, school clothing should not have brand names, slogans, symbols, pictures or logos.

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Learning Resources

To help minimise the sharing of resources, and in a bid to help reduce to the cost of the school day for all, we will be providing every pupil with their own set of learning resources on their first day of school. This will include standard school stationery (pen, pencil, rubber, ruler, protractor, sharpener, coloured pencils, post-it notes) and jotters for home learning. It is expected that your child will carry a school bag and bring these resources to school every day for their own exclusive use, both in school and at home.

Safe Working Procedures

Our expectation will be that everyone in the school building will wash their hands at regular intervals and use hand sanitiser. Hand sanitiser will be available on entering the building and pupils, staff and visitors will be expected to use this any time they enter or leave the building. Hand sanitiser will also be available in every classroom.

We will also be operating a 'clean as you go' system. This means that at the end of each period of learning, and before moving to another area of the school, all teachers and pupils will wipe down their workstation or desk area. We will be providing the necessary equipment and materials for this.

Relationships for Learning

Positive relationships are key to successful learning. At Baldragon Academy, we will continue to operate our relationships for learning policy to develop skills for life and work by following a simple work-based approach - first warning; second warning; consequence; referral - as part of our stages of positive intervention and wider de-escalation strategy. At the heart of our approaches are pupil choice and an opportunity for a fresh start based on the Article 28 of the UNRC.

It is your child's responsibility to ensure that they keep themselves, and those around them, safe. Therefore, pupils will always be expected to follow these simple additional steps:

- regularly sanitise their hands – including on arrival and exit;
- maintain physical distancing measures at all times;
- cooperate with adults and follow their instructions;
- stay in class;
- follow all safe working procedures – including safety signage, 'clean and go' protocols, one-way systems and restrictions on movement;
- treat everyone within the school with respect.

We will ensure that these expectations are frequently taught and reinforced. However, if any pupil does not follow these simple expectations or behaves in a way that puts their safety, or the safety of others at risk, then I may advise that they are removed from school until a meeting can be arranged to discuss what measures should be put in place to allow their safe return to school. As always, I look for your ongoing support and to discuss and reinforce these simple expectations with your child.

Communication between school and home

Please note, that we are unable to accept school visitors. Therefore, the alternative method of parent/school contact are:

- **Telephone:** 01382 436170 for our school office.
- **Emailing:** general enquiries can be emailed to baldragon@dundee.gov.uk

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- **Emailing the Guidance Team:**

- | | | |
|-------------------|---------------|--|
| ○ Balgay House | Mr A McArtney | balgay.guidance@dundee.gov.uk |
| ○ Craigowl House | Mr C McArtney | craigowl.guidance@dundee.gov.uk |
| ○ Kinpurney House | Ms Smith | kinpurney.guidance@dundee.gov.uk |
| ○ Law House | Mrs Honeyman | law.guidance@dundee.gov.uk |

- **Groupcall Xpressions:** this is our new service to help make home-school communication easier, more effective and more accessible. Xpressions is completely free of charge to you. The Xpressions App can be installed on your Apple iOS or Android phone. Download the app at www.parents.groupcall.com and register using the mobile phone number and email address that you have given to our school. Alternatively, Xpressions is accessible on any internet browser on your computer, laptop or mobile device at www.xpressions.groupcall.com. Please note, you must keep your personal details up to date with our school. Furthermore, this method will soon become our main source of communication with all parents.
- **Glow/Microsoft Teams:** your child can use these platforms to discuss learning matters with their teacher whilst working from home.

I would also encourage every member of our school community to follow the school's main Twitter feed - **@BaldragonAcad** - where all up to date information will be posted along with links to relevant resources and emerging advice.

Additional Information

Please be assured that all our decisions and plans are driven by our commitment to provide a safe and positive environment for our whole school community. We know that these arrangements may cause some challenges for some families. If there are any aspects of this recovery plan that your child may find difficult then please contact your child's guidance teacher and together, we will do everything we possibly can to support a smooth return to school. We know that the lockdown experience will have been very different for every one of our pupils and our extended support team will be on hand to support our young people move forward and adjust to new routines and ways of working.

The speed with which our education landscape is changing is incredibly fast. This makes planning for the future, even in the short term, very difficult. Should Government guidance and local advice shift between now and August, then our education recovery plans could be subject to change. However, should this be the case, we will continue to run with our intended plan as currently shared with you, at least until the end of August.

Never have we drawn on our school values - responsibility, fairness, honesty, achievement - as much as we have these last few months. Indeed, with our overarching value of respect, our school motto is even more appropriate: 'with respect, we work together and achieve more'.

Thank you for everything so far, and thank you for your support, trust, flexibility and patience in everything that is yet to come.

Have a safe summer.

H McAninch
Headteacher