



**6 January 2021**

Dear colleague,

As you know, Baldragon Academy is operational from Thursday 7 January 2021 for children of Key Workers and vulnerable pupils only, with online learning commencing on Monday 11 January 2021 for all other pupils.

Due to the timings of the national COVID announcements and our school holidays, we continue to prepare and consult on our plans for learning and teaching. In addition to my ongoing SLT meetings, I intend to meet with our Extended Leadership Team, our Staff Consultative Committee and Parent Council over the coming days in order to establish a robust plan for learning and teaching, ready for implementation on Monday 11 January. Our approach, taking into consideration local and national guidance, is expected to be in place until at least Monday 1 February 2021, subject to further review in mid-January.

The updated national advice and guidance is available at: [Coronavirus \(COVID-19\): school re-opening arrangements for January 2021](#).

The Dundee City Council communication to parents and families can be found here: [Dundee City Council: Nursery and School Arrangements](#).

In context of Baldragon Academy, we are expecting approximately 50 young people to attend school from Thursday 7 January. This is a blend of Key Worker and vulnerable young people.

This breaks down as:

- S1: 21 (1 group of 10; 1 group of 11)
- S2: 14 (2 groups of 7)
- S3: 10 (1 group of 10)
- S4-S6: 11 (1 group of 11)

Therefore, considering our initial planning communication, as shared with all staff on 21 December 2020, I can confirm the following arrangements:

#### **Thursday 7 January to Friday 8 January 2021**

Baldragon Academy will open for **vulnerable young people and key worker children only**. Please note, this is a **targeted offer of support**.

**Pupil Support Staff:** This cohort of staff (LCAs, PSW, SSWs, PSAs) will supervise and accommodate pupils, in groups as given above, within the ICT suites on both Thursday and Friday. Rooms will be allocated on Thursday morning for each cohort/grouping and SLT will support the organisation of this on arrival, including seat plans.  
**The school day will run from 8.45am to 2.50pm.**



**Principal Teachers:** PTs should attend the school building from 9am on Thursday 7 January to initially support pupil learning and wellbeing as appropriate. **An ELT meeting will be held at 9.30am** on Thursday 7 January to discuss and plan approaches to learning and teaching from Monday 11 January – again, flexibility will be given to attend the atrium (H&S rules in place) or via MSTEams. PTs will also be expected to help coordinate and organise the learning and teaching spaces which will be allocated from Monday 11 January for all aspects of high-quality learning and teaching. When no longer required, PTs will be dismissed to work from home. Pupil attendance will dictate if PTs are required on Friday 8 January too.

**Teaching Staff:** Teaching staff should spend Thursday and Friday working from home preparing high-quality resources to commence online learning and teaching from Monday 11 January. Teachers must plan and provide learning experiences for all their classes, enough to cover the periods currently timetabled for each class. Please note that although teaching staff have not been requested to attend the school building on Thursday or Friday, teaching staff are welcome to attend to collect resources/equipment or to work from the school building if preferred.

**Office/Support Staff:** Scott Brough will coordinate all working arrangements with you directly.

All staff and pupils should enter the building through the main door. **All staff attending the school building must follow all existing COVID procedures, risk assessments and safe working procedures. You must complete a Health and Safety awareness form on arrival – like before. Currently, our COVID procedures, risk assessments and safe working procedures remain valid – including our H&S protocols for young people.** However, these will be reviewed and updated with our Staff Consultative Committee considering new and emerging national guidance.

**A Staff Consultative Committee meeting will take place on Thursday 7 January at 11am.** This will be via MSTEams with the option for physical attendance available – most likely from a SCC member's classroom like before.

### **Wb Monday 11 January 2021**

Details and staffing expectations for wb Monday 11 January will be shared before the end of the school day on Friday 8 January and once agreed with our ELT, SCC and Parent Council.

Finally, I do apologise for interrupting your final day of the holidays, but I do hope this communication helps clarify what the rest of this week looks like for you.

Either from a 2m distance or via MSTEams, I am really looking forward to seeing you again and sharing with you another great year at Baldragon Academy.

My very best wishes. Stay safe.

**H McAninch**  
Headteacher