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Dear Parent / Carer,

I am delighted to be able to welcome your child/young person back to school. I am writing to you today to update you on next steps in this process and to say a sincere thank you for your support during the school closure period.

As per the Scottish Government announcement, Culloden Academy will reopen to pupils on a phased basis from Wednesday 12th August. As is the case with most schools we are going to open in a phased way over the course of the first few days to help our young people reacclimatise to school life, before all pupils return on Monday 17th August. In my letter to parents on 29th June, I outlined what a phased return would look like and that remains unchanged. The details are as follows:

Tuesday 11th August is an in-service day.

On **Wednesday 12th August the school will open to new S1 and S6 pupils only**. I hope you can appreciate the need to get our new arrivals in, explain our systems and rules, show them how they can access support (and food) and provide some reassurance since their three-day transition visit which always happens in June did not happen. I am confident that our S6 pupils as well as reacquainting themselves with the school will help support our new arrivals. On this day the new S1 pupils should meet the Guidance Team outside of the front of the school at 8.40am and to assemble in front of their House sign. They will have 3 periods when they will work with their registration teacher and the Guidance team to familiarise them with the school and timetable etc. and they will spend blocks 4-7 in their timetabled lessons. Buddies will escort them from class to class.

On **Thursday 13th August, we will have S1, S3 and S5 pupils in school**, following their timetables- S3 and S5 pupils will collect their timetables in registration. Details of registration will be available in PSE Google Classrooms prior to this date.

On **Friday 14th August we will have S2 and S4 pupils in school**, following their timetables- S2 and S4 pupils will collect their timetables in registration. Details of registration will be available in PSE Google Classrooms prior to this date.

On **Monday 17th August**, all pupils return to full-time school.

Lunchtime/breaktime routines

Specific outdoor areas have been identified for each Year Groups and these will be highlighted on the first day that pupils are back in school. When the weather is suitable, pupils will be encouraged to go to these outdoor areas unless eating food from the canteen. The canteen will be operating a reduced menu served in disposable containers/wrappers initially until they have clarity on when schools can return to a normal meal service. Till points will be fitted with screens similar to what is in place in shops/supermarkets. Pre-ordering via a paper form will be available to pupils but unfortunately the idea of an App on Chromebooks has not proven possible. With no social distancing and 100% attendance it is not possible to create any bespoke lunchtime/breaktime arrangements in the building. You can find details of what will be available at the catering section of the Back to School pages on the Council website: https://www.highland.gov.uk/info/878/schools/930/back_to_school

Hygiene routines and protocol

I await information from the Cleaning, Catering and Facilities Management Team about what enhanced cleaning arrangements will be in place during the school day. I will issue this separately once I have it. What I can confirm is that hand-sanitiser will be available at entry points to the school and pupils are expected to use it unless they wish to bring their own. Similarly, materials will be available for the cleaning of desks in every classroom. Further discussion is required about how this will work and it will be explained to pupils on their first day back in school.

School localised transport arrangements

The latest Scottish Government advice is that *“Dedicated school transport should be regarded as an extension of the school estate and it is not necessary to maintain distance between children and young people of all ages (subject to continued low levels of infection within Scotland).”* Conversely, when a pupil is using public transport to travel to or from school, the current advice is that face masks are mandatory unless exemptions apply. We have been promised a transport update in the coming days. In the meantime, you can find details about school transport at the transport section of the Back to School pages on the Council website: https://www.highland.gov.uk/info/878/schools/930/back_to_school

Wellbeing support

To ensure that all of our pupils get the support they require but have access to their support staff without queuing in crowded corridors we will be running an appointments system for pupils to see their Guidance teachers. Pupils should email their Guidance Teacher directly to arrange a time to see them. This is to ensure that pupils are seen promptly and with minimal contact with others whilst maintaining the required 2m social distancing from all adults. If the issue is urgent, pupils should go to their Year Head directly. Our other support staff, such as ASN teachers and CSW's will be operating a similar system and so initial contact should be through email.

Additional information

Parents want to know how they can purchase uniform and collect already purchased ties. School ties will be available for sale from the school from 9am – 2pm on Monday 10th and Tuesday 11th August. Tables will be set out to the right of the front door and we ask that parents/carers bring the correct money to reduce the need for staff to be handling cash. Ties for pupils in S1-4 are £5 and ties for senior pupils in S5-6 are £7. Parents/carers are asked to queue up in accordance to any social distancing rules that are in place at the

time. If the weather is inclement, the tables will be set up in the sports hall, with direct access via the doors closest to the carpark. A one-way system will be in place if social distancing rules require it.

In a bid to ensure that we support sustainability there will be a number of second-hand ties available for a donation to our Oxfam collecting tin. There is a limited stock of other uniform held at the school, but it is advisable to order from <http://www.highland-embroidery.com/>

Once again, I would like to take the opportunity to thank you for your support at this time and look forward to being able to open our school doors again on the 12th August.

Highland Council has created a new education page which I would encourage you to visit: https://www.highland.gov.uk/info/878/schools/930/back_to_school.

You will find additional information on here which includes updated Frequently Asked Questions which have been put together for Parents.

Yours faithfully

A handwritten signature in black ink that reads "J. Vance". The signature is written in a cursive style with a large, looped 'J' and 'V'.

Dr J Vance
Rector