

# **Arrangements for return to school from August 11<sup>th</sup> –**

## **Grove Academy Recovery Plan**

### **Overview**

The plans for the return of pupils to Grove Academy have been developed to continue to minimise the risk of the spread of the virus and operate within guidance issued by the Scottish Government, particularly related to social distancing. Due to social distancing guidelines we have, in effect, had to double the number of teaching sections but will have to operate with, at a maximum, the same teacher capacity. We will also not be at a full staff capacity due to a number of factors, for example a number of our staff will still be shielding due to underlying conditions.

The return of pupils to the school building will be determined by the availability of our staff and as a result, and in line with announcements made by the Depute First Minister, we will be adopting a blended learning approach. This will mean that some learning will take place in school and some learning will take place remotely. The plans outlined below have been designed to maximise the face to face contact between pupils and their teacher but also to include an element of flexibility to enable the school to adapt to changing situations. This may mean that additional time can be found for delivery in school and it is our intention so to do, when circumstances change. However, it may also mean we may have to reduce time allocations in school situations (for example staff illness due to the virus).

The approach we have taken reflects the unique challenges of a school that is already full and operating at maximum capacity. In addition, this offers pupils the chance to maintain, as far as we possibly can, a full curriculum and regular contact with their own specialist teachers.

## Structure of the school day

To support social distancing and reduce interactions between pupils arriving for school, we will be operating a staggered structure to the school day. Some pupils will arrive earlier than others or leave earlier than others to reduce the numbers of pupils arriving or leaving at the same time. This flexible approach will not reduce the amount of time any pupil should be in school during the time they are in school. The staggering of the school day will be based on year groups.

The school day will be organised into a morning stream (Stream A) and an afternoon stream (Stream B). This enables the school to maximise face to face contact given our staffing compliment and will allow pupils to be allocated to their own teachers. Pupils will either be in school in a morning or an afternoon session. To limit interactions pupils will not be in school over the lunch break. Pupils who are in for a morning session should return home at the end of this session and have the afternoon to work on materials placed online or materials distributed by their teachers. Pupils who are entitled to free school meals will be able to pick up a packed lunch to take home. Pupils attending the afternoon session should attend in the afternoon only and at their designated times and use their mornings to work on materials provided online or previously by their teachers. Pupils who are entitled to a free school meal who are attending in the afternoon should arrive at school 20 minutes prior to this time to pick up a packed lunch.

The structure of the school day for those pupils attending will be as follows:

Year group	Stream A	Stream B
S1/2	08:45- 11:15	12:45-15:15
S3/4	09:00-11:30	13:00-15:30
S5/6	09:15-11:45	13:15-15:45

There may be specific instances where timings and locations are adapted to reflect the requirements of individual departments. For example, pupils who are participating in the SFA coaching program may be required to attend Dawson Park facilities directly from 09:30-11:00 or pupils who have chosen the Fitness Industry Training Academy may be required to attend the D&A College, Gardyne Campus. Where applicable this information will be transmitted to pupils directly by the relevant departments.

Pupils in S3-6 will be informed by their class teacher during the w/b 22<sup>nd</sup> June which stream they will be in for that specific subject. This will determine the timeslot they should attend school. Pupils in S2 will be informed by their Guidance Teacher via the relevant PSE team on Microsoft Teams and pupils in the new S1 will be informed by a text from the school

## **Entry and exit from the school building**

Pupils in S3-6 will be directed, by their teachers through email, Microsoft teams and other channels of communication, to the specific entrances to the school that they should use on any given day. Pupils will be informed by their class teacher which stream they will be in for that specific subject. This will determine the timeslot they should attend school.

<b>PE –</b>	<b>back doors of dining hall</b>
<b>Music &amp; Art –</b>	<b>art/music stairwell doors</b>
<b>CDT and Maths-</b>	<b>stairwell at end of CDT corridor</b>
<b>Physics &amp; Biology –</b>	<b>yellow stairwell accessed via assembly hall courtyard</b>
<b>Mod Studs/ Geog / chem &amp; HE/SFL –</b>	<b>red stairwell next to Mrs Mitchell’s office</b>
<b>English / Modern Languages –</b>	<b>main entrance then stairs at nurse’s room</b>
<b>Bus studs/ Comp/ RE / History –</b>	<b>main entrance then blue stairwell next to Fitness Suite</b>

S1 and S2 pupil should use the main front entrance to the school on the days that they are attending the school building.

Pupils who arrive late out with the staggered start times should sign into the school via the main front entrance

Pupils may be required to attend venues out with the school building dependant on the courses they have chosen or to maximise the face to face contact with staff given the limited space in the school. Information on this will be provided directly to pupils and is mostly likely to apply initially to pupils in S4-6.

Further information will be provided for those pupils who have selected options provided by D&A College

## **When pupils should attend school**

Pupils will attend school as follows

### **Pupils in S5/6**

Pupils will attend school one morning or afternoon each day every week. Each day will correspond to the choices pupils have made and have already been allocated in each of the columns for their timetable. Guidance teachers will have already provided this information to all pupils in S3-6. Pupils who have a free column would not attend school on that day. Arrangements for pupils attending the Advanced Higher Campus are being finalised as these will be citywide arrangements, currently we anticipate AH campus classes will operate on a Thursday (Column B)

Pupils will be in that subject only and will not need to move between classes or subjects when in school on that day.

This will be as follows:

**Monday:       Column C subject**

**Tuesday:       Column D subject**

**Wednesday:   Column A subject**

**Thursday:       Column B subject**

**Friday:         Column E subject**

Pupils will be informed remotely by their individual class teachers whether they are in stream A (morning) or Stream B (afternoon).

Example:

If an S5 pupil had the following subjects chosen (and been allocated to the following streams by the class teacher):

Col A Biology (Stream A), Col B Modern Studies (Stream B), Col C English (Stream B), Col D Maths (Stream A) and Column E Business Studies (Stream A)

They would then be in school as follows

- Monday afternoon for English
- Tuesday morning Maths
- Wednesday morning for Biology
- Thursday afternoon for Modern Studies
- Friday morning for Business

When not in school pupils should be completing work provided online or issued by the class teacher when they were in school. This allocation articulates with the choices made by those pupils who have selected college options as part of their Senior Phase Choices and who would previously have attended college on a Monday and Wednesday afternoon prior to the lockdown.

The pupils in S5/6 would therefore be in school for 5 half days per week.

## Pupils in S4

Pupils will attend school for 4 mornings or afternoons each week. The times they will attend are based on a two-week rota to cover all their chosen subjects. As pupils in S4 chose 6 subjects this cannot fit in a 5-day week. Days will correspond to choices pupils have made and have already been allocated in each of the columns for their timetable. Guidance teachers will have already provided this information to all pupils in S3-6. Pupils will have a 'remote learning' day and would not attend school on that day but should devote this time for remote learning. Arrangements for pupils attending D&A College are being finalised and pupils may be able to attend college in the relevant timeslot. Pupils who opted for college-based courses should already have been provided with some information by D&A College on their courses.

Pupils will be in that subject only and will not need to move between classes or subjects when in school on any given day.

Pupils would attend school as follows every 2 weeks.

Week 1					Week 2				
Mon	Tues	Wed	Thur	Fri	Mon	Tues	Wed	Thur	Fri
PE/RE/SE	Col F	Col C	Col D		Col E	Col A	PE/RE/SE	Col B	

Dependant on staffing some pupils may be asked to attend on a Friday in place of one of the other days- this may be due to a lack of available staff for reasons as outlined above. Pupils would be informed if this was the case by the relevant department. This flexibility could enable all pupils to have contact with a subject specialist in the absence of some staff.

As with S5/6 pupils in S4 will be informed remotely by their individual class teachers whether they are in Stream A (morning) or Stream B (afternoon).

Example

If an S4 pupil had the following subjects chosen (and been allocated to the following streams by the class teacher):

Col A English (Stream A), Col B Maths (Stream B), Col C Modern Studies (Stream B), Col D German (Stream A) Column E Business Studies (Stream A) and Column F Art (Stream B)

They would then be in school as follows

Week 1	Week 2
Monday afternoon PE* Tuesday afternoon for Art Wednesday afternoon for Modern Studies Thursday morning for German	Monday morning for Business Tuesday morning for English Wednesday afternoon for RE/SE* Thursday afternoon for Maths

When not in school pupils should be completing work provided online or issued by the class teacher when they were in school.

\*Attendance for PE/RE/SE will be determined by tutor group.

The pupils in S4 would therefore be in school on average for 4 half days per week.

## Pupils in S3

Pupils will attend school for 4 mornings or afternoons each week. The times they will attend are based on a two-week rota to cover all their chosen subjects. As pupils in S3 take 8 subjects this cannot fit in a 5-day week. Days will correspond to choices pupils have made and have already been allocated in each of the columns for their timetable. Guidance teachers will have already provided this information to all pupils in S3-6. Pupils may have a 'remote learning' day and would not attend school on that day but should devote this time for remote learning.

Pupils will be in that subject only and will not need to move between classes or subjects when in school on any given day.

Pupils would attend school as follows every 2 weeks

Week 1					Week 2				
Mon	Tues	Wed	Thur	Fri	Mon	Tues	Wed	Thur	Fri
Col D		Col A	Col E	Col H		Col G	Col B	Col F	Col C*

Due to staffing some pupils may be asked to attend school on one of their 'remote learning' days in place of one of the other days- this may be due to a lack of available staff for reasons as outlined above. Pupils would be informed if this was the case by the relevant department. This flexibility enables us to deliver the full curriculum and for all pupils to have contact with a subject specialist in the absence of some of our staff.

As for S5/6 pupils in S3 will be informed remotely by their individual class teachers whether they are in Stream A (morning) or Stream B (afternoon).

Example

If an S3 pupil had the following subjects chosen (and been allocated to the following streams by the class teacher):

Col A English (Stream A), Col B Maths (Stream B), Col C German (Stream B), Col D Modern Studies (Stream A) Column E Business (Stream A) and Column F Art (Stream B) Column G Chemistry (Stream A) and Column H Physics (Stream B)

They would then be in school as follows

Week 1	Week 2
Monday morning for Modern Studies Wednesday morning for English Thursday morning for Business Friday afternoon for Physics	Tuesday morning for Chemistry Wednesday afternoon for Maths Thursday afternoon for Art Friday afternoon for Modern Languages

On a Friday in week 2 pupils will attend school on a specific rota related to the staffing in the Modern Languages department and the combinations of language chosen. Pupils will be informed of this by the Modern Languages department. When not in school pupils should be completing work provided online or issued by the class teacher when they were in school.

The pupils in S3 would therefore be in school on average for 4 half days per week.

## Pupils in S2

Pupils in S2 will attend school for 3 mornings or afternoons each week plus, due to staffing constraints, 1 morning or afternoon every 3 weeks for Modern Languages.

The times they will attend are based on a two-week rota to cover the range of subjects they would experience in S2. As pupils in S2 follow a common curriculum, the subjects and days they will be in school will be determined by the tutor group they are in and the practical set they are in for practical subjects such as Science or HE etc.

When in school pupils will be normally based in the same room for each individual session to minimise contact with other pupils and staff. There may be movement to rooms for specialist practical subjects such as computing or CDT etc. Pupils will normally have 3 subjects each session when in school and teachers will 'go to' the pupils as opposed to what would normally happen.

As part of their normal timetable pupils would be grouped into 2 different sets.

The main group is their **Tutor group** (ie 2D1 or 2G2 etc) for non-practical subjects such as English, Maths etc. These are usually groups of 30 pupils.

The other group pupils will be in is their **practical set** (ie 2A or 2F etc) for practical subjects such as Science, Home Economics etc. These are usually groups of 20 pupils

As with the other year groups pupils will be split into stream A (morning) or Stream B (afternoon) to enable adequate social distancing. Pupils will be allocated a stream for both their Tutor group classes and their Practical sets

### Example

A pupil in **tutor group 2D1 (stream A)** and in **practical set 2A (stream B)** may be in schools as follows

Week 1	Week 2
Monday afternoon Science (double period)/ Computing Tuesday morning History/ Geography/ Modern Studies Wednesday afternoon CDT/HE/ Business Studies	Tuesday morning once every 3 weeks Modern Languages (double period)* Wednesday morning Maths/ English / RE Thursday morning Maths / English/ SE Friday afternoon Art/ Music/ Drama

\*On a Thursday in week 2 pupils will attend school on a specific rota related to the staffing in the Modern Languages department and the combinations of language chosen by pupils after S1. Pupils will be informed of this directly via the Modern Languages Dept

	<b>WEEK 1</b>				
Tutor Group (practical set)	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>2d1/2d2 (2A/2B/2C)</b>	<b>Practical</b>	<b>Tutor group</b>	<b>Practical</b>		
	Sci/ Comp	Social Subjects	HE/CDT/ Bus		
<b>2g1/2g2 (2D/2E/2F)</b>	<b>Practical</b>	<b>Practical</b>	<b>Tutor group</b>		
	Art/Mus/ Drama	Sci/ Comp/ HE	Social Subjects		
<b>2o1/2o2 (2G/2H/2I)</b>	<b>Tutor group</b>			<b>Tutor group</b>	<b>Practical</b>
	Eng/Math/ RE/SE			Social Subjects	Sci/ Comp
<b>2r1/2r2 (2J/2K/2L)</b>	<b>Tutor group</b>		<b>Practical</b>		<b>Tutor group</b>
	Eng/Math/ RE/SE		Sci/ Comp		Social Subjects

	<b>WEEK 2</b>				
Tutor Group (practical set)	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>2d1/2d2 (2A/2B/2C)</b>		<b>Tutor group</b>	<b>Tutor group</b>	<b>Tutor group</b>	<b>Practical</b>
		Mod Language rota	Eng/Math/ RE/SE	Eng/Math/ RE/SE	Art/Mus/ Drama
<b>2g1/2g2 (2D/2E/2F)</b>		<b>Tutor group</b>	<b>Tutor group</b>	<b>Tutor group</b>	<b>Practical</b>
		Mod Language rota	Eng/Math/ RE/SE	Eng/Math/ RE/SE	HE/CDT/ Bus/Comp
<b>2o1/2o2 (2G/2H/2I)</b>	<b>Practical</b>	<b>Tutor group</b>	<b>Practical</b>		<b>Tutor group</b>
	Art/Mus/ Drama	Mod Language rota	HE/CDT/ Bus		Eng/Math/ RE/SE
<b>2r1/2r2 (2J/2K/2L)</b>	<b>Practical</b>	<b>Tutor group</b>	<b>Practical</b>		<b>Tutor group</b>
	HE/CDT/ Bus	Mod Language rota	Art/Mus/ Drama		Eng/Math/ RE/SE

## Pupils in S1

Pupils in S1 will attend school for 3 mornings or afternoons each week

The times they will attend are based on a two-week rota to cover the range of subjects they would experience in S1. As pupils in S1 follow a common curriculum the subjects and days they will be in school will be determined by the **tutor group** they are in and a corresponding **practical set** (for practical subjects such as Science or HE etc).

When in school pupils will be normally based in the same room for each individual session to minimise contact with other pupils and staff. There may be movement to rooms for specialist practical subjects such as computing and CDT etc. Pupils will normally have 3 subjects each session they are in school and teachers will 'go to' the pupils as opposed what would normally happen.

As part of their normal timetable pupils would be grouped into 2 different sets.

The main group is their **Tutor group** (ie 1D1 or 1G2 etc) for non-practical subjects such as English, Maths etc. These are usually groups of 30 pupils.

The other group pupils will be in is their **practical set** (ie 1A or 1F etc) for practical subjects such as Science, Home Economics etc. These are usually groups of 20 pupils

As with the other year groups pupils will be split into stream A (morning) or Stream B (afternoon) to enable adequate social distancing. Pupils will be allocated a stream for **both** their **Tutor group** classes and their **Practical sets**

Example

A pupil in **tutor group 1D1 (stream A)** and in **practical set 1A (stream B)** may be in schools as follows

Week 1	Week 2
Wednesday morning Maths/ English/ SE Thursday afternoon HE/CDT/Business Friday morning Maths/ English/ Modern Languages	Monday morning History/ Geography/ Modern Studies Wednesday afternoon Art/Music/Drama Friday afternoon Science (double period)/ Computing

Pupils in the new S1 intake will be informed by text of their Tutor Group and their Practical Set. In addition, they will be informed which stream they will be in for both. The information overleaf provides an indication which days they will be in school. If they have been allocated as Stream A they should attend school in the morning. If they are in Stream B they should attend school in the afternoon.

For example, if a pupil is in tutor group 1D1 (stream A) and practical set 1A (stream B) then they will be in school during week 1 on a Wednesday morning, a Thursday afternoon and a Friday morning

Information will be available for pupils as they enter the school on the room's they should go to etc.

	<b>WEEK 1</b>				
Tutor Group (practical set)	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>1d1/1d2 (1A/1B/1C)</b>			<b>Tutor group</b>	<b>Practical</b>	<b>Tutor group</b>
			Eng/Math/ RE/SE	HE/CDT/ Bus	Eng/Math/ Mod Lang
<b>1g1/1g2 (1D/1E/1F)</b>			<b>Practical</b>	<b>Tutor group</b>	<b>Tutor group</b>
			Art/Mus/ Drama	Eng/Math/ Mod Lang	Eng/Math/ RE/SE
<b>1o1/1o2 (1G/1H/1I)</b>	<b>Tutor group</b>			<b>Tutor group</b>	<b>Practical</b>
	Eng/Math/ Mod Lang			Eng/Math/ RE/SE	Art/Mus/ Drama
<b>1r1/1r2 (1J/1K/1L)</b>	<b>Tutor group</b>			<b>Tutor group</b>	<b>Practical</b>
	Eng/Math/ Mod Lang			Eng/Math/ RE/SE	HE/CDT/ Bus

	<b>WEEK 2</b>				
Tutor Group (practical set)	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>1d1/1d2 (1A/1B/1C)</b>	<b>Tutor group</b>		<b>Practical</b>		<b>Practical</b>
	Social subjects		Art/Music/ Drama		Science/ Comp
<b>1g1/1g2 (1D/1E/1F)</b>	<b>Tutor group</b>	<b>Practical</b>	<b>Practical</b>		
	Social subjects	Science/ HE/ Comp	HE/CDT/ Bus/Comp		
<b>1o1/1o2 (1G/1H/1I)</b>		<b>Tutor group</b>	<b>Practical</b>		<b>Practical</b>
		Social subjects	Science/ Comp		HE/CDT/ Bus
<b>1r1/1r2 (1J/1K/1L)</b>		<b>Practical</b>	<b>Practical</b>		<b>Tutor group</b>
Tutor Group (practical set)		Art/Music/ Drama	Science/ Comp		Social subjects

## **Additional information**

### **Flexibility**

The arrangements from 11th August have been designed to allow a degree of flexibility to respond to a variety of different potential scenarios. It may be the case that the number of half days for specific years groups can be increased, if for example, more staffing becomes available. We have some staff with underlying conditions who are required to continue shielding and to enable provision for pupils in effected subject areas we may require pupils to attend on different days from those indicated above. This will be when we have remaining staff available.

It may also be the case that staff attending the school become ill or are required to self-isolate and dependant on the scale of this we may also require pupils to work from home if we do not have specialist subject staff available in school. We may also require pupils to attend on additional days dependant on SQA requirements.

Pupils may also be required to attend the PE facilities at Dawson Park directly. Pupils in S6 who have 'free' periods should not normally attend school on the relevant time slot and should use this time for private study. The S6 social area will not be available for pupils.

If social distancing guidelines change then it will be possible to have a greater number of pupils in classrooms. Please note that some changes such as reducing distancing guidelines to 1m will not enable full classes in rooms (ie 30 pupils) and we will still need to operate a system with morning and afternoon streams.

### **Free School Meals**

Pupils entitled to a free school meal should ensure they have ordered a meal. This will continue to be a packed lunch style meal and pupils who are in school in a morning stream should pick up their lunch as the leave to go home at lunchtime. Pupils attending the afternoon session who are entitled to a free school meal should arrive 20 minutes ahead of their scheduled start time to pick up and consume their lunch prior to the start of their afternoon lesson. Please note that due to social distancing guidelines there will not be space for pupils not entitled to free school meals to consume lunch in the school.

## New S1- August 11<sup>th</sup>

New S1 pupils should attend school on the 11<sup>th</sup> August for an induction session.

Pupils should attend this based on their Tutor group stream – ie all pupils in stream A for their tutor group should attend in the morning (ie 08:45) and meet in the plaza between Grove Academy and Eastern Primary.

All pupils in Stream B for their tutor group should attend in the afternoon (12:45) meet in the plaza between Grove Academy and Eastern Primary.

These induction sessions will be led by Guidance Staff. Please below for details for this day.

Further information can be found on the school website

Stream A times	For 8:45	8:55 – 9:30	9:30 – 10:05	10:05 – 10:40	10:40 – 11:15
Stream B times	For 12:45	12:55 – 1:30	1:30 – 2:05	2:05 – 2:40	2:40 – 3:15
Dawson	Meet in Plaza – then to Guidance Teacher room	Hall – Induction with Mr Hutton and Mr Doherty	Tour of School with Buddies	Induction with Guidance Teacher – Mrs Milne and Mrs Philip	Induction with Guidance Teacher – Mrs Milne and Mrs Philip
Gillies	Meet in Plaza – then to Guidance Teacher room	Tour of School with Buddies	Hall – Induction with Mr Hutton and Mr Doherty	Induction with Guidance Teacher – Mr Redford and Mrs Lauder	Induction with Guidance Teacher – Mr Redford and Mrs Lauder
Orchar	Meet in Plaza – then to Guidance Teacher room	Induction with Guidance Teacher – Mrs Terroni and Mrs Adair	Induction with Guidance Teacher – Mrs Terroni and Mrs Adair	Hall – Induction with Mr Hutton and Mr Doherty	Tour of School with Buddies
Reres	Meet in Plaza – then to Guidance Teacher room	Induction with Guidance Teacher – Mrs Cuthill and Mrs Samson	Induction with Guidance Teacher – Mrs Cuthill and Mrs Samson	Tour of School with Buddies	Hall – Induction with Mr Hutton and Mr Doherty