

# Parent Update

08 January 2021



Dear Parents and Carers

Firstly I hope that you and your families were able to enjoy some time together over the festive period, despite the difficult circumstances. Once again we are back to a period of remote learning which we all hoped would not happen, but fully understand the importance of playing our part in suppressing the virus.

I have attached a list of FAQ's for students to give them an idea of what to expect from Monday and I would ask that you share this with your child. They will also be posted on Teams and the school website. I would like to highlight a few points here also as there are a few differences from the previous remote learning period.

Students will be following their usual timetable and their lessons will be led by their usual subject teachers via Teams. The format of the lesson will be decided by the teacher and this will likely vary across subjects and topics. For example, a teacher may use a Sway with audio to teach one aspect, then ask students questions via the comment function on Teams. Each teacher will explain what they will be doing at the start of the lesson and be online throughout it to assist students. Some of the core subjects will operate in a different way, using the periods as more of a health and well being check-in and this is explained in the FAQ's.

Students should log onto their year Teams page at the start of each day and complete their register. Further information around additional meetings with Heads of Year etc will be posted on these Teams pages also.

A significant change from the first lock down is that the school building is open and there will be a small number of students working in the building along with some essential staff, including myself, Heads of House, support staff and some of the admin team. This should make it easier for parents and carers to get in touch with us if there are any issues. The phones will be operated between 8 am and 3.30 pm Monday to Thursday and 8 am to 12.30 pm Friday. Queries out with those hours can be made by email to the school mailbox ([wldcans-chs@westlothian.org.uk](mailto:wldcans-chs@westlothian.org.uk)) or directly to the relevant Head of House etc if you have their email address and these will be picked up the next day.

Students who are working in the school building will still be accessing their learning digitally in the same way as students working from home, they will simply be doing this in a classroom whilst being supervised by a member of staff. Since the virus is still so prevalent at the moment, all students and staff in the school building will be required to follow strict social distancing and hygiene procedures.

If you have been offered a place for your child to work in the school, please ensure that you let us know whether or not you will be taking up the place if you have not already done so. This will enable me to ensure that I have enough staff to supervise whilst keeping the overall number of people in the building as low as possible. The Key Worker places have been

allocated by the Council and if you have responded to them, they will pass that information directly to me

As with all things at this time, the above arrangements are subject to change and I will keep you informed of any such changes.

Many thanks for your continued support during these challenging times and I hope that you and your families remain safe and well.

Pauline Allison  
Head Teacher

## Reminder of Covid 19 Protocols

As you are aware, with the return of our pupils and staff to school, we have put procedures in to place that support all members of the school community if anyone displays symptoms of Covid 19.

A reminder that the symptoms are:

- High temperature or fever
- A new continuous cough
- A loss of, or change in sense of smell or taste

If a pupil displays symptoms, we will contact you to collect your child (please ensure that we have your most up to date contact details). **Pupils over the age of 16 may return home themselves.** The pupil should, if possible, wear a face covering en route and avoid public transport.

You will be asked to follow Test and Protect and we will provide you with a copy of the Test and Protect Leaflet and Step by Step Guide when your child is collected.

Information on the groups of children within the school, **and on school transport**, and the adults that each group of children come in to contact with will be collected. This is to fulfil legal responsibilities for public health and will allow Test and Protect to contact appropriate people in the event of a positive test result.

***If anyone within your household tests positive for Covid 19, please do not send your child to school. Report their absence and the reason for this by calling PSA in the morning.***