



## Returning to School – Guidelines

We are aware that the experience of lockdown for our pupils and families will vary greatly and we have been mindful of this by planning a safe and sensitive return to school. This includes supporting the following:

- **Reconnecting relationships** - supporting the re-establishment of peer to peer and pupil to staff relationships
- **Acknowledge experiences** – supporting young people to talk about their experiences
- **Re-create a nurturing environment** – with an emphasis on learning and transition
- **Support our learners to build resilience**

**We are following guidance from the Scottish Government and the City of Edinburgh Council. It is important that these guidelines are observed by us all.**

*NB. These guidelines are subject to change as new guidelines from the Scottish Government are published. We will keep you up to date with any changes we are required to make.*

*Anyone displaying any symptoms of COVID-19 should stay at home until tested. Anyone with a positive test or living in a household with someone with a positive test must follow Government guidelines on self-isolation.*

### **Absence from School**

It is extremely important that we accurately record pupil attendance and whilst we understand that there may be reasons for pupils to have time off school if they are unwell or isolating, we ask that you notify us of the reason for any absences. Parents and carers can easily inform school of pupil absence by calling the school number, choosing option 2 and leaving a message for our attendance officer to update school registers. We greatly appreciate your cooperation in this matter.

### **Hand Washing and Hand Sanitisers**

There are a number of hand sanitisers strategically positioned throughout the school. Pupils should use hand sanitisers anytime they enter the school building and prior to entering each classroom. Some class rooms do have hand washing facilities as an alternative. You may wish to bring your own hand sanitiser with you – this must meet the recommended requirements.

## **Social Distancing / One-Way System**

Please refrain from gathering in groups when coming into school in the morning, at breaks and lunchtime, and when leaving the school at the end of the day. Where possible, 2m physical distancing should be maintained between adults and adults, and adults and young people.

The one-way system must be followed as you move from class to class. Signage to support this will be in place throughout the building. This will be explained to you on the day you return to school. Only one person may use the lift at any time, unless prior arrangements are in place.

## **Entry and Exit Points**

At the beginning of the school day, you must enter the school building by the main door or the door beside the war memorial. (S1 - these will be pointed out to you as part of your induction.) You should go directly to your class area. Pupils can enter the school building between 8.15 – 8.30am. Registration starts at 8.30am.

At the end of the day you should leave by the nearest exit. S1, S2 and S3 will be dismissed from school at 3.15pm, Monday – Thursday and 12.30pm on a Friday

## **Late arrival to school**

If you arrive after 8.30am, you must enter the school by the main door. The late desk will still be in operation in the front entrance. If you arrive after 9am, you must sign in at the school office as before.

## **Attendance during S6 study periods**

S6 pupils who have a Study class P1 or P1/2 do not need to attend school until P2 or after break.

Pupils who have a Study class P7 or P6/7 do not need to remain in school.

S6 pupils who have Study periods throughout the day should work in the staff room on A floor.

## **Uniform**

We would prefer that you wear school uniform and, following Scottish Gov guidelines, clothing should be changed and cleaned on a daily basis. In situations where this is not possible, clothing closely resembling school uniform will be acceptable. At this time, please do not wear a blazer or school tie. This will be reviewed as new guidelines are published.

## **PE**

As there are currently no changing facilities, on days that you have PE you should wear joggers/cottons/tracksuit, leggings and an appropriate top for activities, football colours should not be worn.

## **Face Masks**

At the moment, wearing of facemasks is not compulsory. However, pupils and staff may wear an appropriate face mask or visor in school.

## **School Equipment**

Pupils should bring their own equipment to school eg

- School bag
- Pen
- Pencil, eraser and sharpener
- Ruler
- Coloured pencils, if possible

## **IT**

It is permissible to bring your own IT device to school, eg i-pad, laptop, tablet. However, looking after this device will be your responsibility. You can use your mobile phone as a calculator, to photograph board work and to record homework, if you wish. There is currently no access to school wifi but this may change.

## **Library**

The library will be operating a “click and collect” system, this will be explained to you when it is in operation. Until further notice, the library will be closed at break and lunchtime.

## **What to do if you feel unwell at school**

You must tell your teacher or the school office immediately. You will be asked to isolate in the medical room and our school welfare assistant will stay with you until you are able to be collected to go home.

## **Break and Lunch**

### **Snacks**

At the moment, the canteen will be closed at breaktime. We would advise all pupils to bring a snack to school.

To enable us to reduce contact between year groups, and to allow time for additional handwashing, we will be staggering breaks and lunch times. These details will be shared with you.

At the present time there will only be packed lunches available from the canteen and a one-way system will be in operation. There will be some additional spaces available at lunchtime but, weather permitting, we would encourage you to take lunch outdoors. As usual, S1 should remain within the school grounds until the September holiday weekend.

## **School Events**

At the present time, school events which involve large gatherings are not permitted. Unfortunately, this means that the planned Prize Giving Ceremony on 27 August can no longer go ahead.

## **Parent/Adults Visiting School**

Parents must make an appointment to come in to school to meet with staff. Parents can only attend the school office one at a time and should wear a mask.

**It is important that we remember our FACTS as these will help all of us to stay safe and protect each other.**

## **FACTS**

- Face coverings in enclosed spaces
- Avoid crowded places
- Clean hands and surfaces regularly
- Two metre distancing; and
- Self-isolate and book a test if you have symptoms

## **SQA**

If you have any queries about SQA, please refer to the email sent on Monday 3 August [www.trinity.edin.sch.uk/images/SQA/SQA\\_Newsletter\\_2020.pdf](http://www.trinity.edin.sch.uk/images/SQA/SQA_Newsletter_2020.pdf)