

MARR COLLEGE



Phased Return Guide

March 2021

Dundonald Road, Troon, KA10 7AB
☎ 01292 690022 marr.mail@south-ayrshire.gov.uk

Note from the Head Teacher

Following the First Minister's announcement on 2nd March, it has now been confirmed that the next part of the phased return to school will see senior students prioritised for face-to-face learning and where possible, S1-S3 receiving some in-school education in the period between 15th March until 1st April.

There is a clear expectation that all students will return to school on a full-time basis from 19th April, when we will revert to previous return to school arrangements and Covid mitigation measures that were in place from August to December.

Scottish Government have also advised that **all S1-S6 students and all staff in school** should **observe strict 2m distancing** and **wear face masks at all times when indoors**. As a result of the need for distancing in school, we will be moving to a short period of blended learning from 15th March until 1st April 2021.

Our rationale for the blended learning model outlined in this guide is to ensure all learners in S1-S3 are provided with an opportunity to experience some in-school learning while at the same time providing increased opportunities for students undertaking National Qualifications (NQs). We value all our young people at Marr College and I hope you understand the need for us to enhance our supports for senior students as they work to complete NQ courses.

Please remember that staff will be teaching face-to-face when other students are learning at home. Staff will continue to set the work for the remainder of the week to allow learning to continue at home. As we are aiming to provide greater opportunities to attend in-school learning for S1-S3 students, this may impact on live interactions at other times.

The aim of this information guide is to:

- Provide information about the blended learning school day structure
- Explain what staff and young people will need to do to ensure everyone can learn in a safe and effective environment
- Explain how you can support with preparing your child for blended learning

Aspects of this guide relating to health and hygiene practices must be adhered to without any deviation. As we continue to move out of the current lockdown situation, the Scottish Government have set out three-week review periods and we will let you know about any further updates to this guide as a result of any local or national changes.

Our key principles continue to be:

- To establish effective hygiene practices and routines to keep everyone as safe as possible and minimise the potential spread of COVID-19
- To support the wellbeing of all young people and staff
- To provide a consistent, quality learning experience for our students prior to the return to full-time in school learning for all

We want to ensure that we can maximise the full potential of this short period of blended learning, while maintaining a quality remote learning experience. We very much look forward to welcoming all our young people back to school on 19th April.

I would like to once again thank everyone in our school community for their valued support throughout this challenging period.

George Docherty
Head Teacher

School Day

In order to ensure we can safely maintain 2m distancing between students, we are implementing a rotation model with students attending as follows:

- S1-S3 will be split into three groups and each group will attend for a total of 4 days as shown below
- S4-S6 will be split into two groups and will attend for a total of 6 days as shown below
- Additional time will be provided for S4-S6 targeted support and the completion of essential practical activities on Friday 19th and 26th March
- When students attend they will follow their normal school timetable, with slight changes to break/lunch times

	Group A	BGE Group B	BGE Group C
S1-S3	Monday 15 th March Thursday 18 th March Wednesday 24 th March Tuesday 30 th March	Tuesday 16 th March Monday 22 nd March Thursday 25 th March Wednesday 31 st March	Wednesday 17 th March Tuesday 23 rd March Monday 29 th March Thursday 1 st April
S4-S6	Group A All day Monday and Thursday	Group B All day Tuesday and Wednesday	Friday 19 th March Friday 26 th March Additional S4-S6 targeted support and essential practical activities

Your child's group will be communicated to you by letter no later than Thursday 11th March. Our capacity for social distancing is 50% of the school roll, equivalent to 503 pupils. Our model enables us to identify a further 10% of seniors who can attend for additional targeted support. Further contact will be made with young people identified.

Due to planning involved and limitations on class sizes, it will not be possible to amend the days young people attend. Seniors attend on one short, and one long day each and where possible, senior core and study periods will be used to supplement teaching to ensure equity across both groups.

We will continue to operate our usual school day times and use House entrances to help maintain distancing and support hand sanitising on entry. The tables below provide a reminder of the school day times. For this short period, there will be no S1-S3 Personal Support.

S1-S3

Monday and Tuesday	
S1-S3 Arrive 8.45am	Hand sanitising on entry
8.45 - 9.40am	Period 1
9.40 - 10.30am	Period 2
10.30 - 10.45am	S1-S3 Break (sanitising on entry)
10.50 - 11.40am	Period 3
11.40 - 12.30pm	Period 4
12.30 - 1.10pm	S1-S3 Lunch
1.10 - 2.00pm	Period 5
2.00 - 2.40pm	Period 6
2.40 - 2.50pm	S1-S3 Break (sanitising on entry)
2.50 - 3.30pm	Period 7
S1-S3 leave at 3.30pm	Hand sanitising on exit

Wednesday and Thursday	
S1-S3 arrive 8.45am	Hand sanitising on entry
8.45 - 9.40am	Period 1
9.40 - 10.30am	Period 2
10.30 - 10.45am	S1-S3 Break (sanitising on entry)
10.45 - 11.40am	Period 3
11.40 - 12.20pm	Lunch (hand sanitising on entry)
12.20 - 1.10pm	Period 4
1.10 - 1.50pm	Period 5
1.50 - 2.00pm	S1-S3 Break (sanitising on entry)
2.00 - 2.40pm	Period 6
S1-S3 leave at 2.40pm	Hand sanitising on exit

Monday and Tuesday	
S4-S6 Arrive 8.55am	Hand sanitising on entry
8.55 - 9.45am	Period 1
9.45 - 10.50am	Period 2
10.50 - 11.00am	S4-S6 Break (sanitising on entry)
11.00 - 11.40am	Period 3
11.40 - 12.30pm	Period 4 (10 min break between P4 and P5)
12.30 – 1.20pm	Period 5
1.20 – 2.00pm	Lunch (hand sanitising on entry)
2.00 - 2.50pm	Period 6
2.50 - 3.40pm	Period 7
S4-S6 leave at 3.40pm	Hand sanitising on exit

Wednesday and Thursday	
S4-S6 arrive 8.55am	Hand sanitising on entry
8.55 - 9.45am	Period 1
9.45 - 10.50am	Period 2
10.50 – 11.00am	S4-S6 Break (sanitising on entry)
11.00 - 11.40am	Period 3
11.40 - 12.30pm	Period 4
12.30 - 1.10pm	Lunch (hand sanitising on entry)
1.10 - 2.00pm	Period 5
2.00 - 2.50pm	Period 6
S4-S6 leave at 2.50pm	Hand sanitising on exit

Arrangements have been made to ensure staggered start, interval, lunch and end times. Classes will also be staggered when leaving the rooms and departments to minimise contact in corridors. Where possible, movement will be minimised e.g. identifying times when classes can remain in the same room.

Friday Arrangements

Advice from Education Scotland states that:

‘Schools should prioritise subject areas and cohorts of learners where there is greatest need as identified by the school, for example, targeted support for learners who may struggle with the transition back to secondary school or to allow access to practical facilities to support certification.’

On Friday 19th and Friday 26th March, targeted support will be provided for a number of students in S4-S6. This may take the form of ‘topping up’ teaching time for any columns with less periods on a Mon/Thu or Tue/Wed, essential practical work or direct support for individuals or groups of learners.

In order to provide as much support as possible to senior learners and to ensure that staff can continue to provide remote learning, there will be no in-school BGE classes on a Friday. Sessions taking place on both Fridays should be planned to avoid the need for a normal lunch sitting.

Entry and Exit

In order to avoid congestion at entrances, we will continue to operate House entrances. S1-S3 students should arrive for **8.45am** and S4-6 Students should arrive for **8.55am**, reporting to the areas identified below.

Monday / Tuesday /Wednesday am		Wednesday Thursday / Friday	
Darley	Main Entrance	Fullarton	Old School Entrance
Lothian	Entrance to Dining Hall	Portland	Main Entrance
		Welbeck	Entrance to Dining Hall

Assigned staff will meet and greet students at each doorway and support with ensuring everyone uses available hand sanitiser upon entry to school. Once in the building, students should make their way directly to their first assigned class. At the end of the school day, students should leave by the nearest main exit.

Physical Distancing in School

The latest Scottish Government advice requires **2m physical distancing between learners, between adults, and between adults and learners who are not from the same household**. This is a key requirement in enabling learners to return to school at this time and must be strictly observed.

The following measures have been taken to help maintain physical distancing between young people and adults:

- Teaching will take place in smaller groups with 2m distancing enforced
- Students will remain in the same class, where possible, for each double session of learning
- Movement around school will be limited as much as possible
- Discourage social physical contact (hand to hand greeting/hugs)
- It is essential that young people remain outside the building before school and during break/lunch. In the event of inclement weather, alternative areas have been identified for each year group and students will be supervised appropriately
- Staggered start and end times are in place, together with staggered interval and lunch times.
- Classrooms and working areas have been re-organised in line with current safe distancing advice. Staff have planned seating areas to ensure that where practical, young people are 2m apart and for the majority of time, students will remain in their seats. Teachers desks are located at least 2m from the nearest student desks
- Seat young people facing forwards, rather than face to face
- Signage and floor markings are in place to reinforce safe distancing advice
- Appropriate corridor monitoring between lessons by teaching staff at classroom entrances, School Assistants, Pupil Support staff, Guidance staff and SLT
- Continued use of the one-way system in place since August 2020
- Lifts remain out of bounds for everyone unless required following risk assessment
- Staff members continue to adhere to physical distancing during breaks and must ensure that they are taking appropriate precautions to do so
- Meetings and training sessions for staff will be minimised and where necessary, will follow current safe distancing advice or will be arranged remotely
- **In line with local and national guidance, parents/carers and visitors will not be able to enter the building.** Essential visits may take place out with school hours. Telephone appointments will be our preferred method of communication and can be arranged by phoning the school office or emailing marr.mail@south-ayrshire.gov.uk

All of these new measures will continue to be reinforced with students. Any repeated or intentional breaches of physical distancing measures will be robustly dealt with. This is important to ensure the safety and wellbeing of all students and staff. If required, individual risk assessments will be produced and a decision taken on whether a young person can continue accessing learning in school.

Lunch Arrangements

Lunch times have been staggered for BGE (S1-S3) and Senior Phase (S4-S6) students to minimise mixing of groups. During this blended learning period, students are encouraged to bring a morning snack and packed lunch, which will be taken outside. Young people may be able to purchase a 'grab and go' school lunch (reduced menu) and are encouraged to pre-order using the Fusion App. Lunch will be available for those eligible for free school meals. There will be three lunch collection areas, one for each year group during each lunch sitting.

Due to the current stay at home message, all students will remain in the school grounds over lunch. This is an essential requirement to their continued attendance in school during this remote learning period.

Hygiene Routines

Handwashing and Sanitising

Handwashing and sanitising remain a key tool in the fight to reduce the risk of infection. All adults and young people on site will sanitise hands upon entering the building and regularly in classes.

Face Masks

There is now a requirement for **all staff** and **all S1-S6** students to **wear a face covering when inside the building**. There is no requirement to distance outdoors. However, we would encourage this and young people may choose to wear face coverings outdoors.

Students should make every effort to provide their own reusable face mask. We will continue to provide a face mask to student who require one. However, would like to remind students of the cost and environmental implications of providing disposable masks.

School Transport

School transport will follow the same current guidance as all public transport, with face masks and 1m distancing in place. This reduces capacity to 40%. Transport arrangements will continue to be in place for those who require it and a reduced number of students attending each day will help ensure adequate space on school transport. We will contact parents to seek support with school transport during this short period.

Any senior students who access school transport and is invited to attend for part of the day will be issued with a bus pass or, in a small number of cases, may remain in school and will be provided with space to access and complete remote learning. Parents/carers of senior students entitled to transport and attending for part of the day for targeted support may wish to collect their child before/after the session.

COVID-19 Symptoms

The whole school community should be vigilant for the symptoms of COVID-19, and to understand what actions they should take if someone develops them, either onsite or offsite. All children, young people and staff must inform a member of staff or responsible person if they feel unwell with symptoms of COVID-19. Guidance on this is available from [NHS Inform](#). Our current measures for responding to a young person or member of staff displaying symptoms remains in place.

Testing

The at home testing programme is now in place and all S4-S6 students and staff are strongly encourage to participate in this voluntary programme. Information and consent forms have already been issued and participating students will be supplied with their testing kits in school. Tests should be undertaken at home as per instructions provided. This programme will be widened to include S1-S3 students after Easter and we will be in touch with further details for relevant parents and carers.

Contact Tracing

If a young person or member of staff tests positive for Coronavirus and has been in school previous to this, a contact tracing exercise will be undertaken. **Following current track and trace guidance, there is no requirement for staff or young people to self-isolate if they have been in a class with anyone who is displaying symptoms as long as they have maintained appropriate distancing.** Again, we strongly encourage young people to ensure they observe 2m distancing from peers and staff at all times. Further information on Test and Protect can be found [here](#).