



St Mungo's High School

School Update, August 2021



Introduction

Dear Parent / Carer,

I hope you and your family are well and safe. This information is an update of the information issued in December for the start of the new school session. The information reflects the recent changes announced by the Scottish Government.

Our main priority is the wellbeing and safety of staff and pupils.

Please take the time to read it and talk it over with your son/daughter.

Government Advice

Arrangements for school opening on 18th August 2021

On 4th August 2021, the [Scottish Government published Coronavirus \(COVID-19\): reducing risks in schools guidance](#).

This guidance takes effect from 9th August 2021. It sets out that:

- Schools should continue to apply the mitigations that were in place at the end of last term, with the exception of some modifications.
- This approach to retaining mitigations is expected to remain in place for a period of up to 6 weeks (until the end of September), following which further advice will be provided.

From Wednesday 18th August:

- All pupils will return to school full-time.
- It is essential that staff, children and young people do not attend school if symptomatic.
- Anyone with COVID-19 symptoms of a new and persistent cough, fever, altered or absent sense of taste or smell should stay at home and get a PCR test.
- School transport will operate in line with national and local [guidance](#).
- Pupils and staff will continue to wear face coverings while inside school and in classrooms at all times, except where an individual is exempt from wearing a face covering or eating and drinking.
- Staff are expected to continue to maintain 1m physical distancing from one and other and from pupils.

- There is no requirement for children and young people to remain physically distant from each other.
- 2 x weekly at-home asymptomatic (LFD) testing will continue.
We seek your support to ensure all children and young people undertake these tests and record their results (even if negative) on the Government site.
- Self-isolation contact tracing for under 18s is modified.
Close contacts will be identified by Contact Tracing. Following a negative PCR Tests pupils can return to school, thereby limiting the impact.
- Restrictions on visitors to school will remain, if you require to speak to the school in person, you must have a pre-arranged appointment.
- Parents are expected to continue to maintain 1m physical distancing and wear face coverings while on school grounds, including drop-off and pick-up.
- In the event of a positive case of COVID-19 in school there is no requirement for you or your child to self-isolate unless you are contacted by Test and Protect.
- If you have been advised by Test and Protect that your child has been identified as a relevant close contact of someone who has tested positive for COVID-19, please follow the guidance they have provided.
- All pupils should wear a face covering at all times unless eating, drinking or exempt.
- All pupils 12 years of age and over should wear a face covering on the school bus.
- If needing to work in close proximity to a child or children for over 15 mins, the Local Authority should provide face coverings/PPE for that purpose.



Minimising Risk

General points:

- Pupils should wear a mask in all classes unless exempt or eating and drinking.
- Pupils should not crowd together with friends.
- Pupils should wash or sanitise their hands on entering the school building and when they enter and leave a classroom/teaching area.
Pupils who may be allergic should bring their own sanitiser.
- Pupils should wipe down their workspace / equipment before and after use.
- Pupils should not shake hands, hug or touch anyone.
- Pupils should not touch their face, including mouth, eyes and nose.
- Pupils should not share cutlery, plates, food or snacks, water bottles.
- Pupils should use a tissue or elbow to cough or sneeze into, and use bins that are emptied regularly for tissue waste.
- If a pupil or any member of your family have any of the symptoms of the coronavirus they should not attend school until tested.
- If a pupil develops any of the symptoms in school they must let their teacher know – they will be sent to the medial suite. If sent home, a pupil must be tested and that test result must be negative before returning to school.
- Parents/carers should be aware of the Scottish Government's Test and Protect system.
Guidance can be found at the web link below :

<https://www.nhsinform.scot/campaigns/test-and-protect>

Symptoms of Covid-19

- High temperature.
- New continuous cough.
- Loss of (or change in) sense of smell or taste.

The School Day

- The structure of the school day is different for different year groups:

	S1,S3 & S5/S6		S2 & S4	
09.00-09.50	Period 1			
09.50-10.40	Period 2			
10.40-10.55	Interval		10.40-11.30	Period 3
10.55-11.45	Period 3		11.30-11.45	Interval
11.45-12.35	Period 4			
12.35-13.15	Lunch		12.35-13.35	Period 5
13.15-14.05	Period 5		13.35-14.15	Lunch
14.05-14.55	Period 6			
14.55-15.45	Period 7 <small>(Tues/Thur only)</small>			

Transport / Car Park

- Pupils should walk or cycle to school if they can.
- On a school bus pupils over 12 years of age should wear a mask unless exempt.
- Parents must follow the one-way system and not block access.
- At the start and end of the school day the car park is very busy – please be patient and considerate to other drivers.

School Uniform

- We are proud of our school uniform. Pupils must wear the school uniform.
- Our uniform is black shoes, black trousers or skirt and a white shirt/blouse with the House tie and blazer.
- Please note that skirts should be seen below the length of the blazer and that the following are **not** part of the school uniform:
 - Trainers. Please note that footwear with sports logos are trainers and not shoes.
 - Leggings and jeggings.
 - Denims.
- Windows may be open in classrooms – pupils can wear their school jumper, blazer or the new school hoodie.
The school hoodie can be purchased using the following [link](#).
- If any family needs help ordering any item of uniform because of the cost please get in contact with us.
- The PTA have a uniform shop. All items have been washed and can be collected safely from the school office. Email the PTA at stmungospta@outlook.com with the item and size you need. If you would like to donate items please hand them into the school office.

Pupils entering the building

- Pupils must sanitise their hands on entering the building – at the start of the school day and if they leave the school grounds at lunchtime (senior pupils).
- Pupils should not enter the school building until 8.30am unless there is inclement weather.
 - S1 and S2 should enter via the main pupil entrance.
 - S3 and S4 should enter from the doors at the top of the amphitheatre
 - S5 and S6 should enter via the PE door at the back of the school.
- Before 9.00am pupils should report to the following designated areas:

Year group	Area
S1/S2	Social Space
S3	Assembly Hall
S4	Upstairs Gym
S5 and S6	Games Hall

Corridors & Stairs

- Pupils should wear a mask when in corridors.
- Pupils must stay on the left in corridors.
- Pupils must use the up/down stairs as directed.
- Pupils should make their way straight to their next class – do not wait for friends.
- Pupils must stay out of the corridors/stairwells at break and lunchtime.

In the classroom

- Pupils should wear a mask unless exempt.
- Pupils must follow our 3 rules – Ready, Respectful, Safe
- Pupils must follow the instructions of the teacher at all times.
- Pupils must wash or sanitise their hands at the start and end of the lesson.
- The teacher will spray pupil desk/work area – pupils must wipe this down before they start work and at the end of the lesson.
- Pupils should sit in the same seat in all their lessons unless directed by the teacher.
- Pupils must not put their bag on the desk.
- Pupils should not share pens, pencils, rulers etc. They should bring their own and ask the teacher if they need anything.

Interval / lunch

- Interval 1
 - S1, S3 and S5/S6 will have a separate interval/lunch from S2 and S4.
 - S1 should sit in the Social Space / use the front playground.
 - S3 should sit in the Social Space / use the front playground.
 - S5/S6 should sit in the Assembly Hall / use the front playground
- Interval 2
 - S2 should sit in the Social Space / use the front playground.
 - S4 should sit in the Social Space / use the front playground.
- Pupils must not stand in the Social Space or Assembly Hall – use the seats provided.
- The astroturf pitch will be open when a member of staff can supervise for any pupil to use at lunchtime.

Food / water

- Pupils who have Free Meal Entitlement will be able to access this as normal during lunch breaks.
- Food will be “grab ‘n go”. There will be one hot food option.
- Parents / carers should consider a packed lunch – in a disposable bag.
- On line credit of lunch cards is advised for parents crediting lunch cards.
- Pupils can use water fountains and ensure the bottle neck does not touch the side of the nozzle when filling their bottle.

Toilets

- Pupils should use the toilets at break and lunchtime. Using the toilet during class time should be kept to a minimum.
- Pupils must wash their hands and leave – they should not wait for friends or stand about talking
- Pupils must sanitise their hands when they go back to class.

Lockers

- Lockers will be available in the new term. Further information will be provided.

Parents coming into school

- Parents/carers should not normally be coming into school and instead should make contact with the school via email or telephone. The school’s email address is stmungoshighschool@falkirk.gov.uk and the telephone number is 01324 614614.
- If it deemed absolutely necessary by a parent/carer to attend the school in person you should enter only by the school main entrance and follow the direction of the person at reception, observing hygiene and physical distancing protocols. The default position until further notice is that any meetings with school staff will take place remotely.
- Parents/carers will need to sanitise their hands and wear a face covering if visiting the school.
- If dropping off or collecting pupils, parents should wear a mask.

Vulnerable pupils

- Parents/carers should be aware of guidance in relation to people who are clinically vulnerable in a group who may be more susceptible to poor outcomes if infected by COVID-19. This can be gained from the NHS Inform website. If parents feel there is an issue for their child attending school, please contact their Pastoral Head/PT to discuss the matter.
- If your young person has an underlying health condition please ensure the school is aware of this if not already communicated.
- People at highest risk can now follow the same advice as the rest of the population.

Trips / excursions / events

- Short local excursions which promote outdoor learning (such as a short visit to a local park or green space) can take place as long as these excursions are appropriately risk assessed.
- All school day visits can continue subject to:
 - appropriate risk assessments being carried out.
 - any travel arrangements follow latest guidance as set out in the [Coronavirus \(COVID-19\): guidance on reducing the risks in schools.](#)
 - adherence to Covid protocols at the destination.
- Some aspects of residential educational activity (i.e visits that contain at least one overnight stay) can continue subject to the conditions set out by the Scottish Government.

SQA – exams 2022

- We will provide an update regarding courses and exams when we receive information from the SQA.

Mid-Terms

- We are currently planning a normal diet of exams (dates will be issued shortly). This will depend on information we receive from the SQA.
- Parents will receive a calendar of key dates for the year.

Lifts

- Pupils can use the lift if they have a lift pass.
- Pupils should not enter the lift when an adult is using it.

Subject information

- Pupils can now engage in all drama, music, PE and dance activity in schools, indoors and outdoors.
- Pupils must follow the guidance on staying safe in all classes.
- Pupils will go through an induction before using the changing room or any activity.

Registration

- Registration takes place every period as usual.

Pupils who are late

- Pupils who arrive late should enter the school at reception and follow the instructions of the staff present.

Support for pupils

- Pupils will receive regular updates and guidance on how to minimise risk and how the school will operate on a day to day basis. Posters are on display around the school.
- Pupil wellbeing continues to be our priority. Our support will include increased access to pastoral staff, mental health peer educators and on-going wellbeing checks.
- We will continue to work with our partner agencies to ensure a range of support is on offer to our pupils.

BAME pupils

- The Scottish Government has noted that there is some wider evidence that children, young people and adults from a Minority Ethnic background who are infected with COVID-19 seem to be at higher risk of severe disease. Consequently, the concerns within Minority Ethnic communities must be recognised and individual requests for additional protections should be supported wherever possible.
- Our Pastoral Team will be alert to such situations with our pupils and will deal with any such situations and requests in the first instance. If parents/carers have any concerns please contact your son/daughter's Pastoral Head/PT.

College / consortia

- Pupils can attend college and other schools as part of their curriculum.
- Pupils must follow the guidance provided by college and other schools they visit

Learning at home

- There may be occasions when a pupil is at home rather than at school:
 - Positive covid-19 test – if your child is unwell we would not expect them to engage in work.
If your child is showing no symptoms and well – we would expect your child to engage in online learning.
 - Self-isolating and well - we would expect your child to engage in online learning.
 - Other long-term absence, we would expect your child to engage in online learning if well enough to do so.
 - If well, your child should regularly check their TEAMS pages for work assigned to them and alerts from teachers.
Your child should also check their GLOW email.
- If your child is unwell we will do everything we can to support them once they are well enough to engage with work and/or return to school.
- There are a number of different ways we will engage with your child to support their learning from home:

Providing work

The teacher will:

- upload booklets/handouts in the files section of the TEAM.
- upload pupil work in the “assignment” section.
- send your child an @mention notification on TEAMS to alert them to the work that has been set.
- provide paper copies of work if needed.

Support their Learning

The teacher will:

- check pupil posts and their own glow email to respond to questions that a pupil may have.

The teacher will also use some of the following:

- ask your child to join a live lesson through a TEAMS meeting.
- provide video(s) that explain new course content or tasks.
- provide a powerpoint with a voice-over that explain new course content or tasks.
- post messages and discussion points in the “conversation” section for your child to respond to.
- have a one to one conversation on TEAMS MEETING (audio or video) during the lesson or at a time that suits the teacher.

Provide feedback

The teacher will:

- write comments or leave an audio message on work submitted on the “assignments” page.

The teacher will also use some of the following:

- be online to answer pupil queries in the TEAM.
 - have a conversation (as above). This could be during the timetabled lesson or at a time that suits the teacher.
 - send your child an email your child’s GLOW email account with specific support/guidance.
-
- If you are struggling with not having a device or wifi please let us know. We can help.

