



10th August 2020

Ogilvie Campus School Newsletter

HEAD TEACHER WELCOME BACK

I would like to take this opportunity to welcome you back to school. We understand the last number of months have been very stressful for many of you. We are glad to be returning to school with the Scottish Government advice, that all schools will be returning on a full time basis very quickly.

I appreciate, that as parents you will have many questions on what the return to school will look like and we hope that the majority of those questions have been answered on the council website. I have attached the link here to allow you to access the FAQs area. <https://www.westlothian.gov.uk/back-to-school>

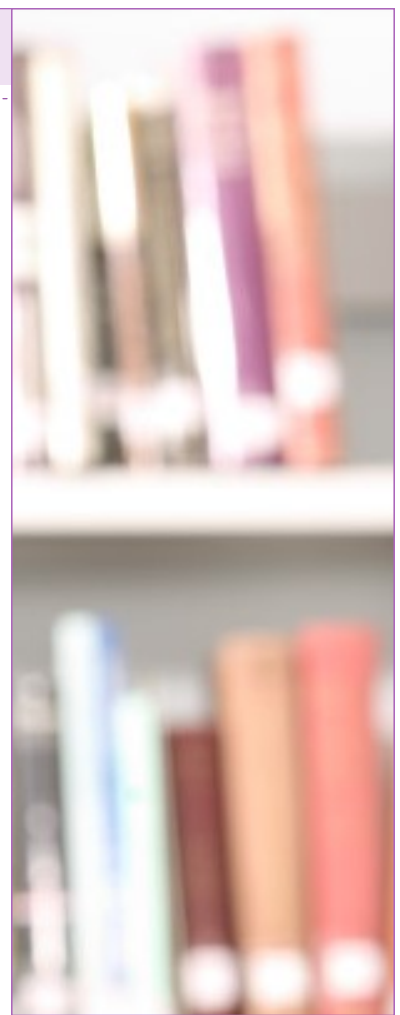
As parents of a child with additional support needs you will have some more specific questions to the needs of your individual children. You will receive a call from your new class teacher on Tuesday 11th August, where you will be able to ask any questions you have.

We have also included some key information in this newsletter which we hope is helpful.

Over the course of the last few months we have been pleased by the feedback we received from the videos and work posted on Learning Journals over the course of the lockdown. Our main delight has been to watch the videos and pictures ,you as parents, have been posting of the children. It has been inspiring watching the nurturing progress you are all making together as families. We will continue to use this method to communicate general information and the progress of your child.

Can I please take this opportunity to assure you that we are following all government advice to keep your children and our staff safe while in the building. We have missed all the pupils and very excited to be welcoming them back to school.

Kristyna Macsween
Head Teacher
Ogilvie School Campus



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RETURN TO SCHOOL

West Lothian Council have agreed to a phased return for all pupils across the authority. Which entails pupils coming in on separate days I have attached a table below to help parents understand clearly when their child should be coming in. There have been amendments for 21 pupils from the authority guidance and each of these parents have received a phone call to confirm if this is the case. This is due to snagging of new rooms being completed and we want to reduce disruption for our pupils and allowing them to go directly into what will be their class for the following year. If you have any questions please direct them to your class teacher during your 1:1 call.

Days	Wednesday	Thursday	Friday
Classes	Class 1 Class 2 Class A Class B Class C Class D Class E	Class 3 Class 4 Class 5 Class 6 Class 7	All Classes In
Notes	Primary 1 pupils AM only	S1 pupils will attend all day Primary 1 pupils AM only	

Quick Tips:

Uniform—if you haven't managed to get a hold of uniform please just try and send pupils in comfortable clothes which are easily washed as we will be doing lots of outdoor learning.

Toys/School Bags—Please continue to send in whatever your child needs for school and we will ensure we wipe everything down and store on arrival in school.

Hot Meals— Hot meals will continue on return to school.

REFURBISHMENT WORKS

At the beginning of July our building company Maxi took over the school building and have begun Phase 2/3 works. I am delighted to say the works are on track and progressing well. We are aiming for full completion of the whole school in February 2021. So far the following areas have been completed for our return to school on Tuesday 11th.

- ⇒ Playground
- ⇒ Classes 3,4,5,6,7
- ⇒ Carpark

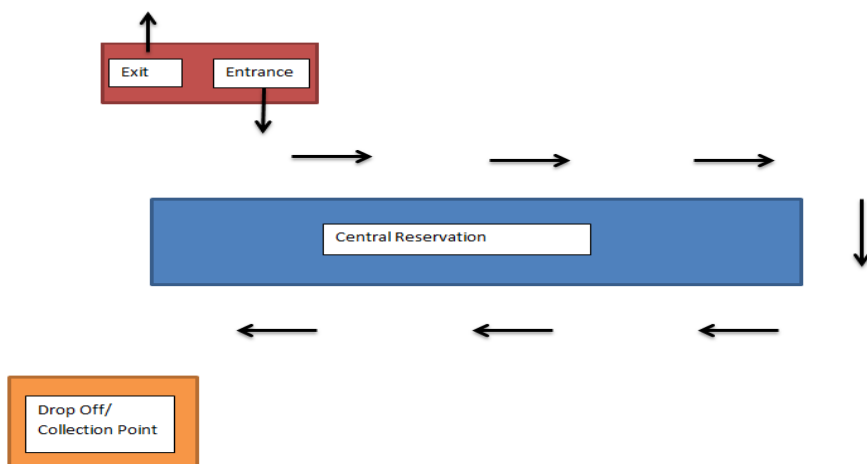
We are delighted with the progress made and will post pictures of the new rooms to our Learning Journals and Blog on Tuesday 11th for parents to see the progress.

Any pupils who will be being taught in these rooms will receive an updated social story from their class teacher who will post on learning journals for you to

TRANSPORT

Transport will be directly in touch with families to arrange meet and greets and they will answer any questions you have in relation to what measures have been taken for transportation to and from school. We have notified them of the days your child will attend school.

As the carpark has been refurbished the following layout applies. If you are dropping your child off please discuss with the class teacher during your 1:1 call to ensure you are clear of arrangements.



- Cars enter car park and turn to left. Drive round central reservation to drop off point.
- On arrival at Drop Off/Collection point the Car Park supervisor will radio and allocated staff will come out to collect the pupils out of cars. You must stay in your car unless prior agreed with school management.
- The same procedures will be followed at end of the day in reverse.
- The carpark will open at 8.45 in the morning and 3.15 in the afternoon

CURRICULUM, LEARNING AND TEACHING

We will still be covering all of the curriculum requirements:

- Health and Wellbeing
- Literacy
- Numeracy
- Interdisciplinary Learning
- Outdoor Learning

Yet our main focus for the pupils on their return is to ensure they are safe, happy and able to build back up our routines after such a significant absence from school. We will work at pupils own pace and develop a consistent and pupil focussed transition back to school.



MEDICAL INFORMATION/ CPMS



- Any medicines that a child needs should be identified before they arrive at school. Please arrange to have any medicine dropped off at school on Tuesday 11th August to the school office. You will be asked to sign forms to ensure we can administer medication from the first day your child returns to school. If you require to gain support in ensuring medication is delivered in to school please let us know by email to school email address on wlogilvieschool-campus@westlothian.org.uk

- All Healthcare plans were issued prior to school closures we ask that you return these forms signed sealed in the envelope provided on the first day of your child's return to school.

- Please complete the electronic copy of school permissions by click on the following link before Friday 14th August https://forms.office.com/Pages/ResponsePage.aspx?id=oyzTzm4Wj0KVQTctawUZKS_e68NpBC1Ko-1DcVLTLVNUQlc3RTNRR00xODZIVVZGR0pFUE5BWDdG5C4u

Child Planning Meetings:

* Over the course of the August we will be holding emergency only CPMS. From September onwards our CPMS will take place virtually through Skype for Business until further notice.

COVID PROCEDURES IF YOUR CHILD IS UNWELL

We will be following all NHS guidance in relation to Covid-19 symptoms and our risk assessments reflect this to ensure everyone's safety. All detail are taken from the below website. If symptoms are displayed in school we will contact parents and ask them to follow all NHS advice.

<https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19/coronavirus-covid-19-general-advice>

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TEST & PROTECT: A STEP-BY-STEP GUIDE

Following these steps is vital to tackle coronavirus in Scotland

<p>1</p> <p>RECOGNISE SYMPTOMS</p> <p>A new persistent cough, fever, or loss or change in sense of taste or smell means you should immediately begin household isolation.</p>	<p>2</p> <p>REQUEST A TEST RIGHT AWAY</p> <p>It is important to get a test as soon as possible. Visit NHSinform.scot/test-and-protect or call 0800 028 2816 if you cannot get online.</p>	<p>3</p> <p>ISOLATE</p> <p>Isolate for 7 days from symptom start date, longer if fever continues and 48 hours after fever ends. Others you live with should isolate for 14 days.</p>
<p>4</p> <p>GET TESTED</p> <p>When isolating, you should only leave home to get tested. There are various ways of having this done.</p>	<p>5</p> <p>GET RESULTS</p> <p>They should be with you within 48 hours.</p>	<p>6</p> <p>PROVIDE DETAILS</p> <p>If you have coronavirus, NHS contact tracers will contact you to confidentially ask who you had contact with recently. If you don't have the virus, you and your household can stop isolating.</p>
<p>7</p> <p>NHS INFORMS CONTACTS</p> <p>If you have coronavirus, the NHS will contact the people you have had close contact with. Your name will not be shared unless you give permission. All data will be held safely and securely.</p>	<p>8</p> <p>CLOSE CONTACTS ISOLATE</p> <p>They will be asked to isolate for 14 days from the last time they had contact with you.</p>	<p>9</p> <p>HOUSEHOLD OF CLOSE CONTACT</p> <p>If the close contact has no symptoms, others in their household don't need to isolate. If the close contact develops symptoms, they should follow this guide starting from step 1.</p>

If you do not have community or family support and need essential help, call the National Assistance Helpline on 0800 111 4000 (Mon-Fri 9am-5pm) or via telephone on 0800 111 4114. The helpline is for those who cannot leave their home or get the help they need elsewhere. For current health advice and more information

NHS TEST & PROTECT

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