



Kirkwall Grammar School

Kirkwall, Orkney, KW15 1QN
Tel: (01856) 872102 Fax: (01856) 877699
Email: admin.kgs@glow.orkneyschools.org.uk
Website: www.kgsorkney.com



Head Teacher: Mr D Hawkins

19/02/2021

Dear Parents and Carers.

I hope this update finds you all well. The focus this week after the First Minister's statement on Tuesday, has been planning how we will implement the new guidance on the key worker and vulnerable children provision and the return to school for a very small cohort of senior phase learners to support their learning in practical subjects that cannot be delivered remotely and can only be carried out in school.

The new guidance is quite clear that schools, as an additional protective measure, should introduce 2m distancing for all secondary aged learners including vulnerable children and the children of key workers. Placing this restriction on all pupils in KGS means that we will have to maximise the space available to us to allow for the increased number of pupils.

From Monday 22 February the following procedures will come into effect.

All young people in KGS will need to observe 2m social distancing at all times.
All young people in KGS must wear face coverings when moving about the building at all times.

On arrival at KGS in the morning, all pupils must wear their face covering and enter the building at the KGS front entrance. The entrance will be signposted for 'Key worker children'. All pupils will sign in at reception and go to the areas listed below.

S1 and S2 pupils can use identified seating in the canteen area until 0845
S3 pupils should use the breakout space opposite the canteen area.
S4/5/6 pupils should use breakout space opposite the dance studio.

Pupil areas from 0845 during the school day.

S1 pupils will have access to the library and computers.
S2 pupils will collect a laptop and will have access to the area outside the library and conference room.
S3 pupils will collect a laptop and will have access to the breakout space opposite the canteen area.
S4/5/6 pupils will collect a laptop and will have access to the breakout space opposite the dance studio

Morning Interval: 1025 – 1040.

Pupils may purchase refreshments at the canteen and have access to the following areas.

S1 and S2 pupils can use identified seating in the canteen area.
S3 pupils should use the breakout space opposite the canteen area.
S4/5/6 pupils should use breakout space opposite the dance studio.
All pupils will have access to the outside area at the back of the building.

Lunchtime: 1.10 – 1.55pm

Pupils may purchase refreshments at the canteen and have access to the following areas.

S1 and S2 pupils can use identified seating in the canteen area.

S3 pupils should use the breakout space opposite the canteen area.

S4/5/6 pupils should use breakout space opposite the dance studio.

All pupils will have access to the outside area at the back of the building.

In the event of a fire alarm, all pupils should congregate outside the front entrance where staff will check attendance using the sign in sheet.

Pupils in the senior phase (S4 to S6) who are being invited in to complete practical work essential for their National Qualifications will receive similar guidance on spaces allocated to them over the next day or so. We also recommend that all senior phase pupils coming into KGS carry out a Covid-19 home test. Information regarding this was sent to parents earlier this week. Home Test kits are available from the KGS reception on production of a signed consent form.

Once again, I would like to thank you for your patience and understanding through what continues to be a difficult and frustrating time. Should you have any questions or queries, please do not hesitate to contact your child's Guidance teacher and / or year head.

I very much look forward to welcoming your children and young people back to KGS as soon as we are allowed to do so.

All the very best to you and your family

Stay home and stay safe.

Don Hawkins

Head Teacher