

## **People Directorate**

### **Kyle Academy**

**Head Teacher: Mary Byrne**

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Our Ref:

Date: 03/08/2020

Dear Parent/Carer

### **Arrangements for S1 induction days – Wednesday 12 August and Thursday 13 August 2020**

Not long now until the start of the new term! I understand that not knowing what to expect can increase anxieties so please read the following arrangements with your child so that they know what will be happening on their induction days.

#### **Arrival at School on Wednesday 13 August**

- All S1 pupils should arrive at school for 8.45am.
- They should look for their register class sign and stand with their class group.
- S6 Captains, Guidance staff and Daily Personal Support teachers will be there to meet them.

#### **Daily Personal Support**

- Each morning pupils go to their Daily Personal Support class from 8.45am to 8.55am. During this time, the register is taken, daily notices are shared and other tasks are completed.
- On Wednesday 13 August, all S1 will remain with their Daily Personal Support teacher until interval (10.35am).
- They will be issued with their timetables and go over all the health and safety measures that are in place. They will also meet their Guidance teacher and Year head, Mr Gardner.

#### **Period 3 to 6**

- Pupils will follow their timetables for the rest of the day and meet most of their teachers. They will finish at 2.50pm.
- S6 Captains will remain with each S1 class for the remainder of the day to guide them around the school and help them at interval and lunch times.
- PE Kit will not be required on Wednesday 13 August.

#### **Lunch Arrangements**

- Lunch will be at 12.30pm. Pupils can bring a packed lunch or use the school canteen. School lunches will be cold packed lunches until the September holiday.

- We operate a cashless canteen. All pupils will be issued with a four-digit pin number that they use when purchasing food.
- The online payment system can be used to prepay lunches or there are machines in the foyer that take coins. Information about online payments has been emailed separately.
- Pupils will be encouraged to go outside during breaks for fresh air and to minimise transmission risks.

### **Thursday 14 August**

- Pupils should arrive at school for 8.45am and go to their Daily Personal Support class. S6 Buddies will be there to help guide them.
- Pupils will attend all classes and finish at 2.50pm.

We hope that these arrangements will make our new S1 pupils feel less anxious about their first day at Kyle Academy. It will be a very different start for all of us but we are looking forward to it. If you have any concerns, please get in touch by phoning the school office or emailing [kyle.mail@south-ayrshire.gov.uk](mailto:kyle.mail@south-ayrshire.gov.uk)

Best wishes



Mary Byrne  
Head Teacher