Dear parents, carers,

First of all, thank you very much for all your support as we re-open our school. Our young people have been very responsible and adaptive to the changes that have been made and we are very proud of them.

As we have now completed our first full week back in the building with all young people and staff, we are making some small changes to further ensure the health and safety of all within our school building.

As you know we have over 1250 pupils and more than 100 staff on campus every day and indoor space at interval and lunchtime is very limited, particularly when the weather is poor and young people are in the school building during these times. To help better manage these social times we are:

* **Going to have two intervals** one for S5-6 and one for S1-4
* **A staggered lunch break** S5-6 1.05 pm – 1.40pm (Mon – Wed) & 12.15pm – 12.50pm (Thu & Fri)

S1-4 1.10pm – 1.50pm (Mon – Wed) & 12.20pm – 1.00pm (Thu & Fri)

* **A staggered finish time** S5-6 3.20pm (Mon- Wed) & 2.30pm (Thu & Fri)

S1-4 3.30pm (Mon – Wed) & 2.40pm (Thu & Fri)

***\*S5-6 waiting for younger siblings can do so in the Crush Hall***

The timings of these are overleaf.

These small changes will allow us to better manage social times and entrance / exit to the buildings.

It must also be noted that local food outlets have reduced capacity to serve young people at interval and lunchtime. All young people should wear face coverings and adhere to social distancing at these times. With this is mind can you please encourage young people to bring a packed lunch and snacks to school so that they avoid returning late to class after interval and lunchtime and losing out on valuable class time.

We will continue to review and monitor all of our procedures over the coming weeks and months and will keep you updated via Groupcall, our Twitter feed @KnightswoodSec and our website <http://www.knightswood-sec.glasgow.sch.uk/>.

Thank you again for your support. It is great to have young people back in school and learning.

Yours sincerely

Head Teacher

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| **S1-4** | Monday | Tuesday | Wednesday | Thursday | Friday |
| Warning bell | 8.43am | 8.43am | 8.43am | 8.43am | 8.43am |
| 8.45 – 9.35am | 1 | 1 | 1 | 1 | 1 |
| 9.35 – 10.25am | 2 | 2 | 2 | 2 | 2 |
| 10.25 – 11.15am | 3 | 3 | 3 | 3 | 3 |
| 11.15 – 11.30am  | Interval | Interval | Interval | Interval | Interval |
| 11.30 – 12.20pm  | 4 | 4 | 4 | 4 | 4 |
| 12.20pm – 1.10pm | 5 | 5 | 5 | Lunch(12.20pm – 1.00pm) | Lunch(12.20pm – 1.00pm) |
|  | Lunch1.10– 1.50pm | Lunch1.10– 1.50pm | Lunch1.10– 1.50pm | 5(1.00pm – 1.50pm) | 5(1.00pm – 1.50pm) |
| 1.50 – 2.40pm  | 6 | 6 | 6 | 6(2.40pm Finish ) | 6(2.40pm Finish ) |
| 2.40 – 3.30pm  | 7 | 7 | 7 |  |  |

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| **S5-6** | Monday | Tuesday | Wednesday | Thursday | Friday |
| Warning bell | 8.43am | 8.43am | 8.43am | 8.43am | 8.43am |
| 8.45 – 9.35am | 1 | 1 | 1 | 1 | 1 |
| 9.35 – 10.25am | 2 | 2 | 2 | 2 | 2 |
| 10.25 – 10.40am | Interval | Interval | Interval | Interval | Interval |
| 10.40 – 11.30am | 3 | 3 | 3 | 3 | 3 |
| 11.30 – 12.20pm (12.15pm Thu / Fri)  | 4 | 4 | 4 | 4 | 4 |
| 12.20pm – 1.05pm | 5 | 5 | 5 | Lunch(12.15pm – 12.50pm) | Lunch(12.15pm – 12.50pm) |
|  | Lunch1.05 – 1.40pm | Lunch1.05 – 1.40pm | Lunch1.05 – 1.40pm | 5(12.50 – 1.50pm) | 5(12.50 – 1.50pm) |
| 1.40 – 2.40pm  | 6 | 6 | 6 | 6(2.30pm Finish ) | 6(2.30pm Finish ) |
| 2.40 – 3.20pm  | 7 | 7 | 7 |  |  |