Recovery Plan

This paper provides guidance to support schools as they develop their recovery plans for August 2020. The guidance has been influenced by the discussions which have been held with all headteachers.

The planning advice is for young people returning to school in August 2020 and is based on the current advice from Government and from Public Health and, as such, this guidance is subject to change and revision prior to that time.

The paper covers the following:

* Underlying principles
* Rationale
* Number of hours
* A proforma to be completed and returned to Heads of Service by Monday 15th June

Underlying Principles

1. In the Recovery planning phase, our schools provide the optimum possible education provision for young people and families within the available capacity.
2. The calculation of school capacity should be designed to get as close to 50% into school in groups as possible.
3. Each school’s plan should reflect all guidance regarding hours and numbers of days of learning for each young person.
4. Schools offer learning to young people and families 5 days per week.
5. There should be in school provision planned for all year groups.
6. Where appropriate, schools should consider a model which includes targeted groups of young people being in school every day.

Rationale

Every school should develop a rationale for the structure and pattern of the week. This should reflect the guidance from Government as outlined in the Strategic Framework for Re opening Schools. Some key Government principles which should be evident in the rationale:

1. Increasing separation –Number of young people and requisite staff within the school and available facilities can allow the required physical distancing to be achieved.
2. Decreasing Interaction – Movement around schools should be minimised, wherever possible.
3. Use all available spaces.

The rationale should also explain the thinking behind:

* The number of hours being offered, if it is the minimum amount.
* The organisation of learning days; learning blocks within days
* The groupings of young people.

**Number of Hours**

Every school should aim for maximum possible numbers of learning hours for each year group. This should be:

* No less than 12 hours per week or 24 hours in a fortnight for young people in the Broad, General Education.

No less than 14 hours or 28 hours in a fortnight for young people in the senior phase. Within the rationale, there should be an explanation of the decision to offer the identified minimum amount of learning time.

* Schools should organise learning blocks on a flexible basis, but the maximum length of day should be no more than 8.45am to 4pm Monday to Friday.

While recognising this is more than indicated in discussions, it provides a similar percentage of teaching time as the primary model and it links to time being provided by other local authorities in the West Partnership.

**Models of Delivery**

There are 3 models of delivery which have emerged from discussions with headteachers and schools should plan for the model which suits their local context, taking into account the capacity of the buildings; issues of transport and available facilities. All schools can allow for staggered start and finish times in the organisation of their models.

All models based on 2 groups:

**Model 1 Half Day Model**

Group 1 Morning – Start at a time identified by the school, not before 8.45am, collecting lunch and leaving at the end of the morning, at the time identified by the school, no later than 12pm.

Group 2 Afternoon– Start at a time identified by the school, being given lunch on arrival, and leaving at the end of the afternoon, no later than 4pm.

**Model 2 Full Day Model (Alternate Days) -starting not before 8.45am and finishing no later than 4pm**

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| --- |
| Week 1 |
| Group 1: Full Day Monday, Wednesday and Friday |
| Group 2: Full Day Tuesday and Thursday |
| Week 2 |
| Group 1: Full Day Tuesday and Thursday |
| Group 2: Fully Day Monday, Wednesday and Friday |

**Model 3 Full Day Model (Alternate Weeks) – starting not before 8.45am and finishing not later than 4pm**

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| --- |
| Week 1  |
| Group 1: Full Day Monday, Tuesday, Wednesday |
| Group 2: Full Day Thursday and Friday |
| Week 2 |
| Group 1: Full Day Thursday and Friday |
| Group 2: Full Day Monday, Tuesday and Wednesday |

**Lunch Arrangements**

Whatever model is adopted by schools, arrangements must be made to provide lunch for young people entitled to free school meals, both when they are learning in school and when they are learning at home.

**Cleaning**

Whatever model is adopted by schools, there has to be a plan for cleaning between groups. This plan should be developed with Amey representatives, either area based or school based. Within the chosen model, schools should build in sufficient time for the identified cleaning regime.

**Calculating Capacity**

The capacity of the school should be calculated to get as many young people into the school in each group, as close to 50% as possible.

“The usable capacity should be determined by the design and lay out of each setting. May be increased through re purposing of other areas e.g. Games halls.” Strategic Framework

**Curriculum**

A “Glasgow Recovery Curriculum” document which will provide the framework for curriculum planning in both the BGE and the Senior Phase will be issued week beginning 8th June 2020.

**Frequently Asked Questions**

An appendix to this document providing response to frequently asked questions on issues including issues such cleaning and Risk Assessment will be issued shortly after this document.

Following the completion of planning discussions with staff, please complete the pro forma below and return to your Head of Service by Monday 15th June.

|  |  |
| --- | --- |
| Name of School |  |
| Model proposed and split of days |  |
| Details of Groups |  |
| Total percentage of pupils in each group |  |
| Details of Repurposed spaces |  |
| In your model, how is cleaning managed? |  |
| Proposed Lunch Arrangements(Free Meals) |  |
| Travel issues, if relevant |  |
| Issue to be resolved (For Authority Attention.) |  |
| Confirm Risk Assessment Agreed for August |  |