



Dear Parents/Carers,

As you are aware, I am continually updating our school Risk Assessment to ensure the safety of everyone in our school community. Part of the Risk Assessment is to be prepared and to plan for all eventualities, including the closure of the school.

Factors that could lead to the school being closed would be, for example, due to the number of Covid-19 cases and/or reduced teachers able to attend. Any decision to close the school would be in consultation with the Authority and Public Health.

If the decision had to be made to close the school, families would be contacted to collect their child(ren) as soon as possible. Families would also be advised as to how long the school would be closed for, 3 days or 14 days, for example. Again, guidance would be followed from the Authority and Public Health. Home Learning would be put in place as quickly as possible. In the event of a school closure, I would highlight that staff would also be working from home supporting their families. Home Learning would be planned, and feedback given to the best abilities of staff.

To allow pupils and staff to engage with Home Learning as smoothly as possible, each pupil already has a paper 'Grab and Go' pack in their classroom and would be given these packs before they left the school. An electronic version will be available on our school website: gourdon.aberdeenshire.sch.uk

These packs have suggested activities for pupils to engage with at home and are designed to allow staff time to organise Home Learning on-line, via See Saw for their class. Currently class teachers are familiarising their classes with the on-line platforms which support their in-class as well as Home Learning, such as Education City and a Literacy platform, Giglets. Please be assured that children will already be familiar and secure with any on-line learning platform they may be asked to engage with at home.

If your child(ren) who is/are currently attending Gourdon Primary, would require an electronic device to use at home to support their Home Learning in the event of school closure, please respond to the school via GroupCall with one of the options below by Tuesday 15th September 2020. Electronic devices loaned to families are dependent on availability and may be in the form of an iPad, laptop or Chrome Book.

Number of Devices Required	Response via GroupCall
no devices required	0
one device required	1
two devices required	2
three devices required	3

Please contact the school if you have questions relating to this letter.

Kindest regards,

Miss Wells
Head Teacher