

Dear Parent/Carer,

First and foremost, I hope you, your family and loved ones are all safe and well and looking forward to spending some valuable time together during the upcoming summer holidays.

It was an absolute joy to meet and work with so many parents and family members in person at our most recent Parent/Family Workshop on the evening of Tuesday 24th May. Thank you for your attendance, support and contributions.

Alongside this letter, you will have received a copy of Our Academy S1 Welcome Booklet. This document is designed to further prepare our soon to be S1 pupils and parents/carers for beginning S1 at Winchburgh Academy on Tuesday 16th August. This booklet includes a copy of your child's S1 class allocation and S1 Timetable. Individual Timetables will be provided to pupils as part of their welcome pack which they will receive on the morning of their first day in August. Please read through this booklet with your child(ren) and if you require more information about starting S1 or if there is something that you feel has not been covered yet, please use the following link to let us know and we will aim to answer any queries in our future communications and information sessions.

<https://forms.office.com/r/ypSuhhwAre>

Rather than sending out another series of surveys, you will find that this one also refers to a few other areas that I am hoping you have some time to complete to further support our planning. As always, your time, thoughts and support are always very much appreciated.

Parent & Family Communications/Events

I am anticipating our school website to become live week beginning Monday 13th June. This will continue to build and evolve over time but will initially host key information, documents and policies. I am also aiming to save a narrated information power-point presentation for you to access from next week. This will provide parents and families with further information about preparing for starting S1 in August. I will arrange an email to be sent early next week to let you know when and how that can be accessed.

Additionally, I would like to invite all parents/carers to an information open event in Winchburgh Primary School on Monday 20th June. Parents/carers can pop in at any time between 5pm and 7pm and will be able to help themselves to a tea/coffee and visit tables/stations to hear about catering arrangements, uniform, school activities and curriculum.

Parent Portal

During the open event on Monday 20th June, we will also take the opportunity to support parents/carers with sign ups and use of Parent Portal. This provides us with a one stop shop for school communications and includes accessing your child's school timetable, tracking documents and reports and permissions for school excursions. This is a free service for schools to use linked to SEEMIS, our management information system and using this and Group-call as our communication systems, negates the need to pay for school apps or other similar costly systems. For more information about Parent Portal or to signup/register, please click the link below:

<https://www.westlothian.gov.uk/article/44151/parentsportal-scot>

Bring Your Own Device (Where Possible)

West Lothian Council are supporting a Bring Your Own Device approach to schools. Our state of the art new facilities will enable us to access our own devices which will simply link to WIFI. Much of our work and planning will be accessed via Microsoft Teams and we will continually offer further support for young people and parents/carers in using Teams.

We feel that laptop computers (including Chromebooks and Netbooks) are the most suitable and appropriate devices for learning in Our Academy but tablets and Ipads can also be used. Unfortunately, we believe that a mobile phone is not a suitable learning device for a few important reasons, none more so that the fact they have small screens. A school mobile phone usage policy will be created and communicated in due course.

If your child has a suitable device that they can bring and use at school, then they are encouraged to bring them as part of their daily school routine. Each child will be given a secure school locker to keep them safe and we will create and communicate a BYOD policy at the earliest opportunity.

Please do not worry if your child cannot bring a device to school. You can indicate this in a short section of the survey mentioned above, for our planning information. All young people will always be fully supported in regard to everything, including accessing/borrowing a device as/when required. Scottish Government have clearly indicated that they are intending to provide all young people in Scotland with a device at the earliest opportunity but currently, no confirmed time-frame has been communicated.

Summer School – Monday 8th August – Friday 12th August

As I have mentioned in most recent communications, I am very much looking forward to the 2022 Winchburgh Academy Summer School which will be offered each morning, 9.30am – 12.30pm during the week of Monday 8th August to Friday 12th August. Given that we don't have access to the school building officially until 8th July, this will provide some opportunities for our, soon to be, S1 pupils to enjoy some activities facilitated by our staff team and partners and become familiar with our new school building and hopefully the Sports Hub. I fully understand that not all young people will be available to join us and attendance is entirely voluntary. It may be that some young people can attend the full week or just parts of

it. It will be great to welcome as many as possible throughout the week. Further information will be sent out about Summer School prior to the holidays including a form to let us know of potential availability/attendance. At this stage as part of our plan, we are expecting to offer a range of activities including sports/games, STEM, Literacy, Arts and Crafts. I also hope to provide parents/carers with an opportunity during that week to visit and take a tour round our new school. There will be further opportunities for all parents/families to visit our school during our first week of the new school session (w/b Monday 15th August).

Day 1 - Tuesday 16th August

Prior to the holidays, I will send an invite to you to join us at the beginning of the day on Tuesday 16th August to celebrate being the first ever families and staff of Winchburgh Academy. I am anticipating inviting up to two family members to come to accompany their child to school between 8.40am and 10am on our first day, Tuesday 16th August (please save the date/add to your diary if you can).

Our official school dress code will be confirmed soon but I very much look forward to welcoming all our new S1 pupils, looking very smart in our formal dress code that day – school blazer, school tie, white shirt, black trousers/skirt, plain black footwear, navy blue V-neck jumper (optional). A big smile will also be required – I am sure there will be many cameras around!

Although Winchburgh Academy's official opening ceremony will take place further into the new school session, I am offering a Welcome Reception for families and young people on the morning of our first day. We will include a few words of welcome from key staff, present each S1 pupil with their welcome pack and provide opportunities for photographs and light refreshments as part of the event. I will also invite up to two family members to join us again at the end of our first week on Friday 20th (am) to celebrate our work and progress over the week and I am sure young people will enjoy giving their family members a tour of the building as part of that – again, light refreshments will be available for all.

I will provide more information about that before the start of term but if you can save the dates and join us at these events, it would be enormously appreciated.

I look forward to seeing you on Monday 20th June at our open event if you can make it and I will communicate further with you prior to the holidays.

Best wishes,



Jonny Mitchell