



Dear Parent/Carer,

We trust that you and your family are well.

We are grateful for all the work that has gone in at home to engage with Office 365 and to try and establish productive modes of remote learning. Overall, we have been very pleased with pupils' responses to the tasks being set across both Primary and Secondary.

This week our pastoral team has been following up with any pupil in secondary whom they think might be having difficulty. Often it transpired that they had simply forgotten to click submit. Where there is a problem we are working with them and you to resolve it as best we can. Please get in touch if we can assist.

Different year groups, classes and subjects are at different stages on this journey. I am conscious that in these bulletins and related e-mails I am painting broad brush pictures which may not speak to the particular needs of your child. That's said, I hope previous bulletins and the information below provide a sense that there is a coherent plan in place for the future.

We are also very grateful for the huge amount of work staff are undertaking remotely to create meaningful online learning activities. In parallel, under the leadership of Mr Jennings (Design & Technology) a large group of staff has contributed to the production of more than 2,500 face masks for use by the NHS and other organisations. We have received many expressions of appreciation from parents whose organisations have benefitted from this work. Thank you to all involved.

Thank you again for your support in these challenging times.

Paul Thomson

Assignments Digest

We have now switched on the facility which sends parents an update about assignments from the previous week and for the upcoming week. These will be sent over the weekend.

This is a trial at this stage, so please do not place particular emphasis on it. We will be working with some parents to clarify what is or is not included in the digest and to establish how useful it is.

It transpires that O365 does have a function which allows pupils to see a summary of all of their assignments. However, Microsoft has temporarily disabled it due to the world-wide pressures on the system. Hopefully, it will be re-established soon.

Timetable Change

We are on track to roll forward to the 2020-21 timetable from Tuesday 12 May. From that date pupils in S1-S5 will become S2-S6 respectively and be assigned to their teachers for session 2020-21. This change is designed primarily to allow teachers to start to engage with pupils undertaking National Qualifications in

2021. With some minor exceptions, schools were instructed to cease work on NQs with the outgoing S4-S6. We now wish to get underway and establish some foundations for the new session.

There will be no change to the Primary classes at this time.

Rolling Forward Office 365

When the timetable changes new Class Teams will be established linking pupils to their new teachers and classmates. This process takes 3 days. It will commence on Friday 8 May and be completed for Monday 11 May the in-service day. **Office 365 will not be accessible during this period.**

Primary classes will remain with their current teacher.

Hopefully, all will go well and a full service will be in place for the Tuesday.

Primary Update

P1-P3

Parents of pupils in P1 to P3 will have received an e-mail providing a user name and password to access O365.

P3 will be starting to use this shortly. The needs of P1 and P2 are different. They will continue to work through existing channels for the time being.

P4-P7

Pupils in P4-P7 have now been set the third task on using **Office Lens**. Pupils' responses to the first two tasks have been excellent.

As advised by Mr Buchan, there is a temporary moratorium on the use of Chat. Younger pupils need to be trained in appropriate use. Work on this is ongoing so you may find that the class teacher uses Chat for some purposes.

Sharing Computers

The [Remote Learning](#) page on our web site offers guidance on how to set up your computer for multiple users.

We are receiving dozens of alerts daily where a pupil is trying to access O365 from the wrong account because a sibling has not logged off. Pupils and parents then think incorrectly that something is wrong with the system causing frustration all round.

It will make life easier for everyone if you follow the guidance.

Thank you

Holiday Weekend

Please note the school will be closed to all pupils on Friday 8 (holiday) and Monday 11 May (in-service day).