



## Movement around the School

### Pupils and Staff

17 August 2020

To ensure movement around the school building flows as much as possible we will implement the following guidance. This guidance contains information for both staff and pupils. After listening to the views of staff and pupils, we will not utilise a 'no bells' approach and the usual system of bells will be used instead.

Attached floor plans provide location of Doors 1- 12 and Stairwells 1-8 referred to in this document.

#### **Movement of staff**

Staff should enter and exit the building through Door 2 (access from Leisure Centre car park) or Door 3 (Main Entrance).

Staff must maintain 2 metre distancing while entering and moving around the school building.

Staff should avoid moving between classrooms in busy corridors / stairwells, if possible.

#### **Procedures and information for staff**

- If staff stand at the door of the classroom to welcome a class and supervise entry and hygiene practices, wearing of a face-covering is recommended.
- If providing supervision in busy corridors, staff are advised to wear a face-covering and maintain as much distance as possible.

- Staff should be aware that, to avoid corridor congestion, pupils have been instructed to enter the classroom if it is vacant, even if a teacher is not present.
- For the first few weeks staff will need to be tolerant of pupils arriving to class later than others as we monitor the effectiveness of the Movement around the School strategy.
- To stagger the movement of pupils at changeovers:
  - ◆ classes moving to P.E. for the next period should be released 2-3 minutes before the bell
  - ◆ S5/6 classes should be released 2-3 minutes before the bell
  - ◆ if the lesson has finished, pupils can be released from class before the bell to allow orderly hand sanitising and egress from the classroom

### **Movement of pupils**

**For entry to the school building** at the start of the school day and to access toilets, cafeteria facilities and wet weather areas at interval and lunchtimes, the following doors must be used:

Year group	Start of day	Entry door
S1	9am	Door 3 Front of school
S2	9am	Door 10 S6 Social Area
S3	9am	Door 5 Side of Street
S4	8.50am	Door 3 Front of school
S5	8.50am	Door 5 Side of Street
S6	8.50am	Door 10 S6 Social Area

**Exit from the building** – before interval, lunch and at end of the school day

When the bell rings for interval and lunch (remember this depends on whether pupils are in Group 1 – S1, S3, S4 or Group 2 – S2, S5, S6) and at the end of the school day pupils should exit via the nearest stairwell and door at the foot of that stairwell. Doors 1-12 can be used at these times.

### **Moving within the building at period changeovers and period to Tutor Time changeovers**

While moving within the building at changeovers pupils should take the most direct route to their next class. However, the following movements will help to alleviate any hot-spots and should be followed.

Moving from	Moving to	Door /Stairwell to be used
Science corridor	Business/ Computing corridor	Stairwell 1
Business/ Computing corridor	Science corridor	Stairwell 1
Social Subjects corridor	English / Maths corridors	Stairwell 6
Art corridor	RME/Music / Maths corridor	Stairwell 8
RME/Music / Maths corridor	Art corridor	Stairwell 8
Technical corridor	Modern Languages / Business / Computing corridor	Stairwell 4
Modern Languages / Business / Computing corridor	Technical corridor	Stairwell 4
English corridor	Maths corridor	Stairwell 7
P.E.	All other areas	Door 11 and re-enter by Door 5

### **General information for pupils**

Pupils must keep to the left in corridors, doorways and stairwells as indicated by the tape on the floors.

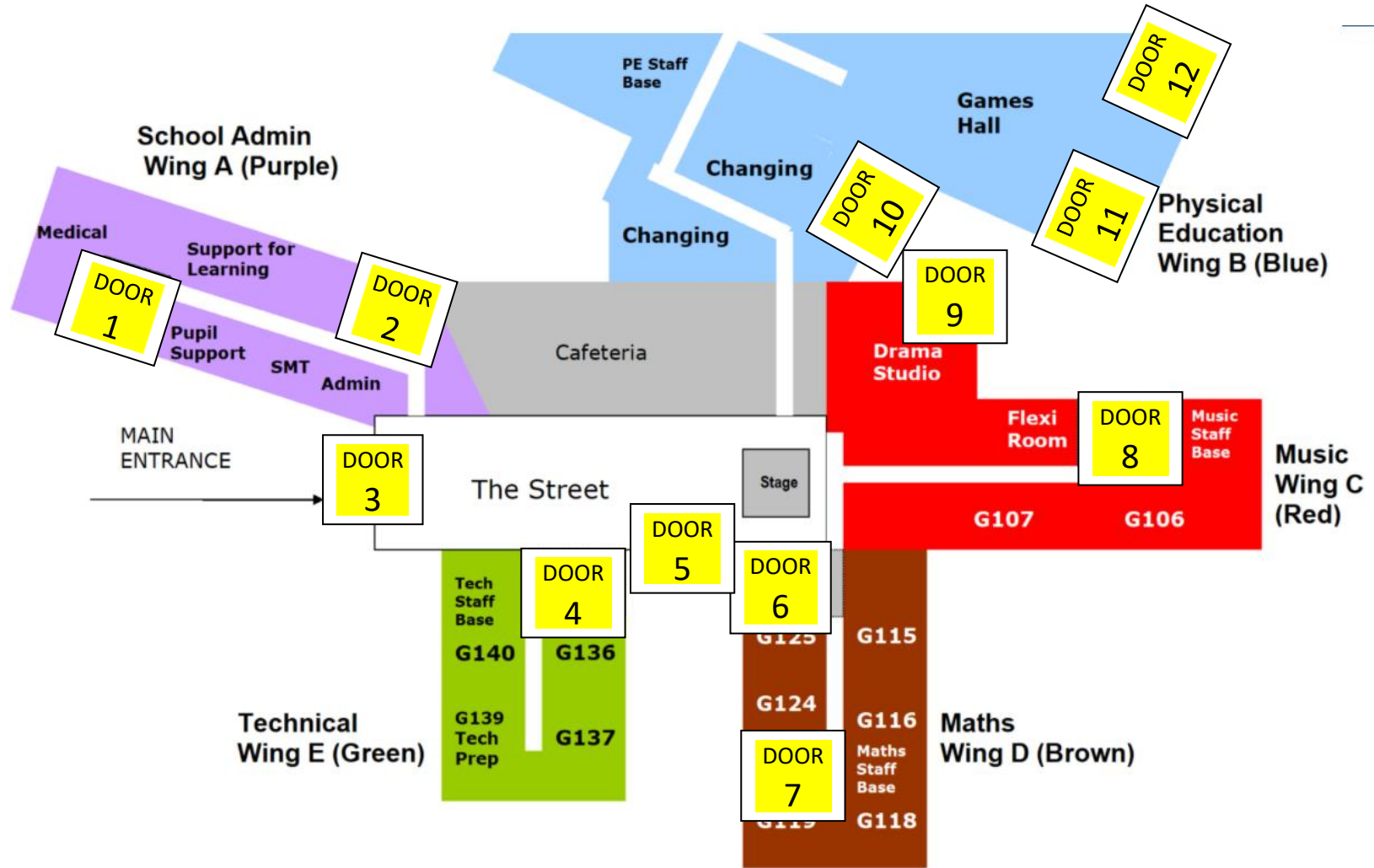
Pupils must walk in an orderly manner, in single file and not crowd others in front.

Pupils should not wait outside a classroom or in the corridors / stairwells for their friends.

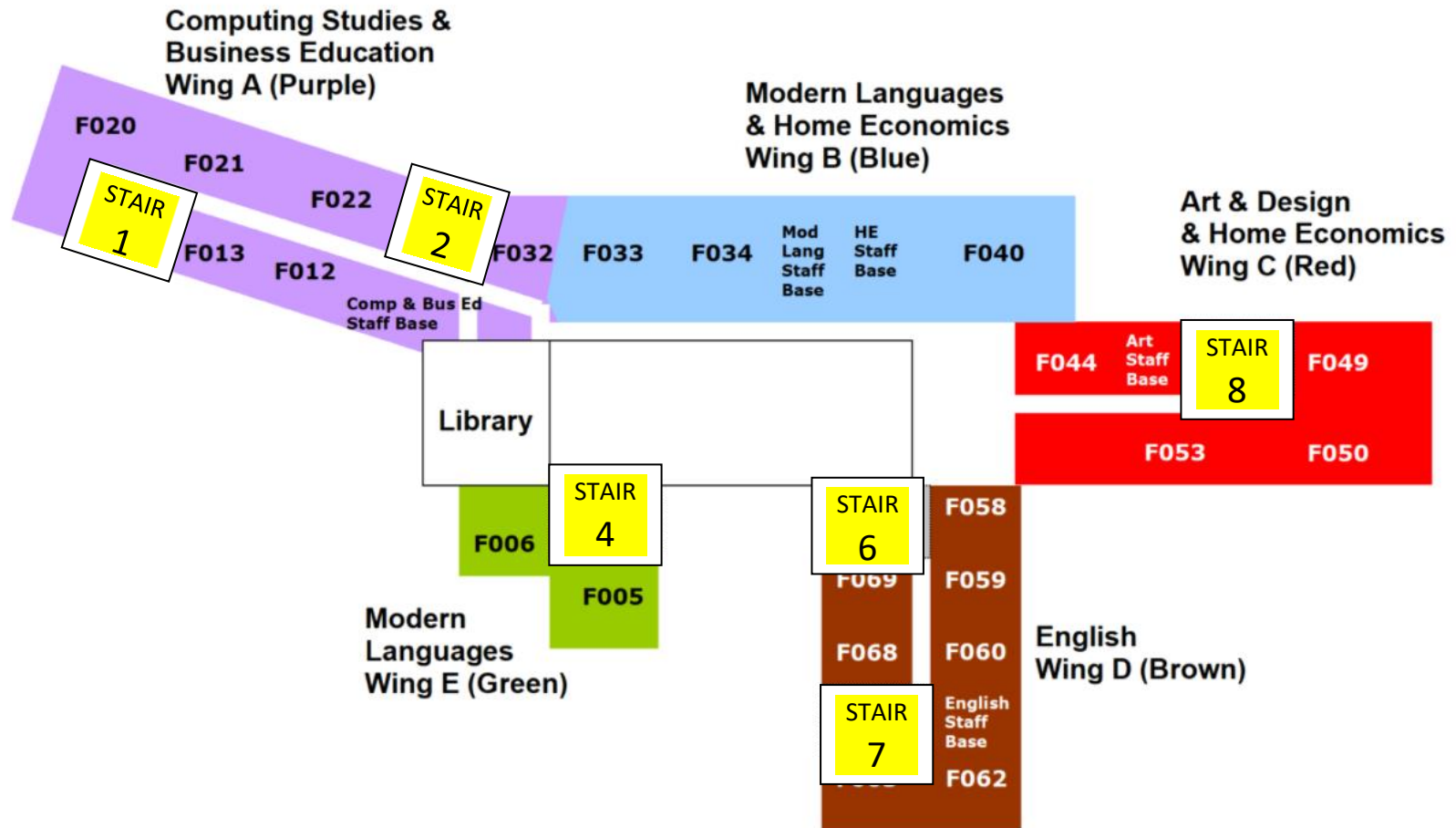
Pupils are encouraged to wear face-coverings in the corridors and stairwells while moving between classes.

On arrival at a classroom, pupils should enter and carry out hygiene practices before taking their seat, even if the teacher is not present.

# GROUND FLOOR



# FIRST FLOOR



## SECOND FLOOR

