

# Pupil Checklist and Information



Location	Action	✓
<b>Travelling to school</b>	Wash or sanitise your hands before entering a bus / taxi to school.	
	Use the same seat on each journey and sit with other family members where possible.	
	Do not move from your seat or unnecessarily touch handles, windows, seats, etc.	
	Do not eat or drink while on school transport.	
	If using public transport you must wear a face covering and maintain physical distancing.	
	Walk or cycle to school. If you must travel by car, use a Pick-up / Drop-off point.	
<b>Arriving at school</b>	S4-6 pupils should go to their period 1 class for 8.50am. Entry to the school should be through the door nearest to the classroom you are going to.	
	S1-3 pupils should go to their period 1 class for 9.00am. Entry to the school should be through the door nearest to the classroom you are going to.	
	Sanitise your hands at the nearest station to your entry point.	
	If you are late, report to the school office before going to class.	
<b>Classroom</b>	Hand sanitisation stations are available in every classroom. You must use hand sanitiser as you enter and leave the room.	
	You should sit side by side, facing forwards where possible.	
	You should have your own workspace in each class and you should avoid moving around the classroom.	
	You should wipe down your desk and before and after use.	
	Please use the bins with lids in every classroom to dispose of tissues. Wipes can be disposed of in normal bins.	
	You must keep your bag on the floor. Do not put it on your desk.	
	You can bring a small amount of your own stationery to school but you should not share any personal belongings with others.	
	Avoid sharing central resources with other learners.	
	Any resources (such as textbooks, I.T. equipment) that are used or taken home should be wiped down before being reused.	
<b>Corridors</b>	Singing and playing of wind/brass instruments should be avoided, for the moment.	
	You must follow the new Movement around the School strategy to support the flow of pupils across the school.	
	You must use alternative doors which lead to outside areas where possible e.g. cross the courtyard from Maths to Technical via the external doors at the bottom of the stairwells.	
	You should avoid physical contact with other young people.	
<b>Interval/ Lunch</b>	You must keep 2m distance away from all adults in school.	
	Wash or sanitise your hands before/ after you eat and before/after using the toilet.	
	Where possible, use outdoor areas. Bring a jacket/umbrella for wet weather.	
	Do not stand in corridors/stairwells. The Library will not be available until further notice.	
	Maintain physical distancing and avoid unnecessary contact (hugging, hand-to-hand, mobile phones, sharing food/drinks)	
	Interval – do not leave the school premises	
Lunch – S2-S6 leaving the school must behave responsibly. Follow government guidance by wearing a face-covering in shops and maintaining physical distancing in queues.		

PE	PE will be outdoors so you should bring suitable kit, including Strathaven Academy black PE top, change of shoes, hoodie/sweatshirt, waterproof jacket)	
	If you have PE period 1, you should come to school wearing your PE kit and bring your uniform in your bag	
Health	Bring your own filled water bottle to school. Water dispensers can be used to top up water bottles and those doing so should sanitise their hands before and after use.	
	Tell an adult if you are feeling unwell	
	Do not leave the school without informing the school office	
	If you are going to be absent or have an appointment during the school day, your parent/carer must phone or email the school office	
	Use a tissue or sleeve if you cough or sneeze.	
	Speak to your guidance teacher if you have any concerns	

### Physical Distancing Guidelines for Pupils

- 2m physical distancing should be maintained between adults, and adults and young people. **This means that you must stay 2m away from all school staff.**
- The guidance from the Scottish Government is that there is no requirement for physical distancing between young people of any age in schools. However, we must encourage distancing where possible between young people, particularly in the senior phase. This means that where possible you should try to maintain 2m between each other and make no physical contact with each other.
- You must take responsibility for your conduct as you play an important role in keeping your teachers and other school staff safe!

**To ensure the safety of our staff and pupils, we expect all young people to adhere to this checklist and guidelines at all times. Young people refusing to follow safety measures cannot be accommodated in school. We are confident that you will strive to work with the school community to help keep us all safe and support the successful reopening of Strathaven Academy.**

#### **Group 1 (S1/S3/S4)**

	Time	Indoor Location		Outdoor Location	
Interval	10:30-10:45	S1	Office end of Street	S1	Main entrance
		S3	Stage end of Street	S3	Courtyard
		S4	Gym	S4	Cage / PE area
Tutor Time	10:45-11:00	Timetabled classrooms			
Lunchtime	Mon/Tue (12.40-1.30)	S1	Office end of Street	S1	Main entrance
		S3	Stage end of Street	S3	Courtyard
	Wed/Thurs/Fri (11.50-12.40)	S4	Gym	S4	Cage / PE area

#### **Group 2 (S2/S5/S6)**

	Time	Indoor Location		Outdoor Location	
Tutor Time	10:30-10:45	Timetabled classrooms			
Interval	10.45-1.00	S2	Office end of street	S2	Main entrance
		S5	Stage end of street	S5	Courtyard
		S6	S6 area / Gym	S6	Cage / PE area
Lunchtime	Mon/Tue (1.30-2.20)	S2	Office end of street	S2	Main entrance
		S5	Stage end of street	S5	Courtyard
	Wed/Thurs/Fri (12.40-1.30)	S6	S6 area / Gym	S6	Cage / PE area