



**MINUTES OF THE MEETING OF THE  
EDUCATION COMMITTEE**

**TUESDAY 17 MARCH 2020  
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

**1**

**Committee Members Present:**

Councillor S Akhtar (Convener)  
Councillor F Dugdale  
Councillor A Forrest  
Councillor J Goodfellow  
Councillor J Henderson  
Councillor C Hoy  
Councillor S Kempson  
Councillor P McLennan  
Councillor J Williamson  
Rev. G Sheridan

**Council Officials Present:**

Mr A McCrorie, Depute Chief Executive (Resources and People Services)  
Mr R Parker, Service Manager – Education (Strategy and Operations)  
Ms L Brown, Chief Operating Officer – Education  
Ms P Gray, Communications Adviser  
Ms P Smith, Principal Officer (Information and Research)  
Mr C Murray, Business Support Officer – Education

**Clerk:**

Ms B Crichton, Committees Officer

**Apologies:**

Councillor J Findlay  
Councillor N Gilbert  
Councillor W Innes  
Ms E Malcolm

**Declarations of Interest:**

None

**1. MINUTES OF THE MEETING OF THE EDUCATION COMMITTEE ON  
19 NOVEMBER 2019 FOR APPROVAL**

The minutes of the Education Committee meeting on 19 November 2019 were approved.

*Sederunt: Councillor Williamson joined the meeting.*

## **2. FURTHER INSPECTION OF KNOX ACADEMY BY EDUCATION SCOTLAND**

A report was submitted by the Depute Chief Executive (Resources and People Services) to inform the Committee of the results of the further inspection of Knox Academy by Education Scotland.

The Convener announced that, due to an emergency meeting to address the ongoing situation with Covid-19 having been called directly after this meeting, the meeting would proceed in the assumption that Members were familiar with all papers. She would still welcome any essential questioning and comment from Committee Members at each item.

The Convener thanked Susan Cook for her leadership at Knox Academy, and said that it was important to ensure that the school continued on its positive trajectory.

### **Decision**

The Committee agreed to:

- i. note the content of the Education Scotland report;
- ii. note the progress made by the school since the original inspection of November 2016 and congratulate the Head Teacher and staff on the good practice identified in the letter to parents; and
- iii. note that Education Scotland expressed confidence in the school's capacity to continue to improve and would make no more visits in connection with the original inspection of 2016. As a result, the Education Service were asked to inform parents about the school's progress as part of its arrangements for reporting on the quality of its schools.

## **3. EDUCATION SCOTLAND INSPECTION OF SANDERSON'S WYND PRIMARY SCHOOL AND NURSERY CLASS**

A report was submitted by the Depute Chief Executive (Resources and People Services) to report to Committee on the outcomes of the Education Scotland inspection of Sanderson's Wynd Primary School and Nursery Class.

The Convener enquired what support would be put in place for the school. Lesley Brown, Chief Operating Officer for Education, stated that Quality Improvement Officers were engaging heavily with Sanderson's Wynd Primary School and working with Education Scotland to support the school. The school would be reviewed regularly by the Education Service to ensure an appropriate rate of progress.

Councillor Dugdale offered her congratulations to the school for the report, highlighting comments made about Head Teacher Lynsey Blair's work to foster a school community where children were valued, respected, and included. She felt that attainment in literacy and English and numeracy and mathematics, an area for improvement identified in the report, would be aided by the calm and purposeful learning environment teachers were helping to create. The Convener also welcomed the report and offered congratulations to Mrs Blair on the inclusive environment that had been fostered under her leadership.

Councillor Goodfellow raised that it would be useful in the future to have a breakdown of the evaluation matrix used by Education Scotland, particularly where a nursery was attached to the primary school. Ms Brown said she was happy to provide this information for future reports.

### **Decision**

The Committee agreed to:

- i. note the content of the Education Scotland letter;
- ii. note the content of the Summary of Inspection Findings for the Primary School and Nursery Class;
- iii. note the content of the Summary of Inspection Findings for the Nursery Class; and
- iv. note that Education Scotland were confident that the school had the capacity to continue to improve and so would make no further visits in connection with this inspection.

### **4. RESERVING PLACES IN SCHOOLS FOR CATCHMENT PUPILS WHO MOVE INTO THE CATCHMENT AREA DURING THE ACADEMIC YEAR 2020/21**

A report was submitted by the Depute Chief Executive (Resources and People Services) seeking the Committee's approval for reserving places for incoming catchment pupils at East Lothian Schools, as detailed at paragraph 2.1 of the report.

Councillor Forrest questioned why Pinkie Primary School had five places reserved for catchment pupils, whereas Musselburgh Burgh Primary School had only two places reserved for catchment pupils. Calum Murray, Business Support Officer – Education, explained that this was due to the housebuilding taking place in the Pinkie catchment area.

Councillor Hoy raised issues the residents of his ward were experiencing with the catchment for Letham Mains Primary School, and questioned how long it would be before a review of the catchment area, specifically in Haddington, would take place. He noted the importance of children being able to walk and cycle to school at a time when East Lothian Council had recently declared a Climate Change Emergency. Richard Parker, Service Manager – Education (Strategy & Operations) advised of a Learning Estate Review that had been approved in which Letham Mains Primary School would be considered alongside all other schools. He noted that the school was being built to accommodate the needs of that community under the catchment as it currently stood. Ms Brown advised that the Learning Estate Review would consider a wide range of information related to the estate and requirements going forward. Councillor Williamson also raised that residents in his ward had been in touch about catchment area issues in Musselburgh and to ask whether particular properties would be included in future catchment area reviews.

The Convener thanked officers for the report. She highlighted the importance of having spaces available for incoming families to be able to take up a place at their local catchment school, and spoke about some of the factors officers considered when

deciding how many places would be required to be kept in reserve. She advised that Members would be kept up to date on issues raised after the completion of the Learning Estate Review.

### **Decision**

The Committee agreed to:

- i. hold in reserve places for incoming catchment pupils for session 2020/21 for primary and secondary schools, as outlined in the report; and
- ii. delegate any increase or decrease in reserved places to the Head of Education, in consultation with the Convener.

## **5. ROLL CAPPING IN EAST LOTHIAN SECONDARY SCHOOLS – SESSION 2020/21**

A report was submitted by the Depute Chief Executive (Resources and People Services) seeking the Committee's approval for the S1-S4 intake levels for secondary schools for Session 2020/21.

### **Decision**

The Committee agreed:

- i. to maximum intake levels in S1-S4 for session 2020/21 as outlined in the report; and
- ii. to delegate any changes to the maximum intake level in S1-S4 to the Head of Education in consultation with the Education Convener.

## **6. SOUTH EAST IMPORVEMENT COLLABORATIVE UPDATE**

A report was submitted by the Depute Chief Executive (Resources and People Services) to provide the Committee with an update on the work of the South East Improvement Collaborative (SEIC) including the SEIC Improvement Plan, last updated September 2019.

Officers responded to questions from Members. In response to questions from Councillor Goodfellow, Ms Brown advised that all financing of SEIC came directly from the Scottish Government and Education Scotland, and no funding was contributed by the local authorities involved. She also advised that most other local authorities had a representative on the National Parent Forum, but this was not the case in East Lothian Council. However, East Lothian Council regularly updated its Parent Council Chairs to encourage parental engagement, and last October some parents attended a workshop with Bev Skirrow, Principal Officer for Parental Engagement.

Responding to a question from Councillor Forrest, Ms Brown advised that the oversight groups had allowed for the creation of networks of secondary subject teachers; this had a very positive impact and was something that East Lothian Council had not

previously had the capacity to do. A Quality Improvement Officer was also assigned to lead the development of the Secondary network, which had also been very positive. She commented that work with the SEIC had been very valuable to East Lothian.

Councillor Forrest questioned whether work by the SEIC had assisted East Lothian Council in closing the attainment gap. Ms Brown answered that it was too soon to see any impact on attainment. She advised that Education Scotland had assigned East Lothian a full-time attainment advisor, who was engaging heavily with data and how schools were using Pupil Equity Fund (PEF) money. Ms Brown felt that whilst it was too soon to notice an impact on the attainment gap, but that there was positive work already being seen.

Responding to a further question from Councillor Forrest, Ms Brown advised that one of the universities was undertaking an independent review of the national impact of the Improvement Collaboratives, including setting up meetings with stakeholders. The collated report would be sent to the Scottish Government to inform next steps, and would likely be presented to the Education Committee at a future meeting.

Councillor Dugdale enquired about funding beyond August 2020. Ms Brown advised that it was likely to be later in the summer term before funding would be confirmed, but felt confident that funding would be granted to enable the SEIC to take work streams forward.

Councillor Goodfellow commented on the appointment of sixteen members of staff as subject leads across East Lothian; he agreed that these appointments would lead to increased attainment and welcomed this development.

The Convener commented that the SEIC had added value to schools and helped East Lothian Council's schools have a clear direction of travel. She noted the importance of funding continuing beyond 2020 to allow the positive work of the SEIC to continue. She highlighted that East Lothian Council, even as a small authority, played a significant role in the SEIC, which was evidence of the calibre of East Lothian's staff.

## **Decision**

The Committee agreed to note:

- i. the priority areas for improvement being taken forward in partnership with members of the SEIC; and
- ii. the progress made towards improving professional collaboration and school empowerment across the SEIC.

## **7. HEAD TEACHER APPOINTMENT**

A report was submitted by the Depute Chief Executive (Resources and People Services) informing the Committee of the appointment of Stewart Brown as Head Teacher at Athelstaneford Primary School, as made by the Appointments Sub-Committee.

The Convener offered her congratulations to Mr Brown.

**Decision**

The Committee agreed to note the Head Teacher appointment.

Signed .....

Councillor Shamin Akhtar  
Convener of the Education Committee

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**REPORT TO:** Education Committee

**MEETING DATE:** 25 June 2020

**BY:** Depute Chief Executive (Resources and People Services)

**SUBJECT:** Local Delivery Phasing Plan – Reopening of schools in East Lothian

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**1 PURPOSE**

- 1.1 To provide the Committee with an update on the impact of COVID-19 on schools and the provision of learning throughout the lockdown phase of the pandemic and for provision of critical childcare over the summer.
- 1.2 To provide an update on the planning and preparation work underway to support schools to reopen for children and young people in session 2020/21.
- 1.3 To provide an update on the Local Delivery Phasing Plan for East Lothian Council as required by Scottish Government and associated financial implications.

**2 RECOMMENDATIONS**

- 2.1 The Committee is asked to note the steps taken by the Education Service in response to the COVID-19 Pandemic, including the provision of continuing education through distance learning and the provision of emergency childcare and the arrangements for the summer holidays.
- 2.2 The Committee is asked to note the extensive planning that is underway to support staff to reopen schools from June in preparation for the new school session.
- 2.3 The Committee is asked to note the Local Delivery Phasing Plan that sets out the steps that East Lothian Council will take in reopening schools throughout each phase of the lifting of restrictions.

- 2.4 The Committee is asked to approve the plan as submitted to Education Scotland as required by Scottish Government and to note that the implementation of this plan will be dependent on additional financial resources, as outlined, being made available.
- 2.5 The Committee is asked to agree that a letter is issued to the Scottish Government setting out the significant financial consequences of reopening schools in excess of the Council's budget provisions and seeking reassurance that all additional measures taken, will be fully funded.

### **3 BACKGROUND**

#### **Update on the Impact of COVID-19 on the provision of education.**

- 3.1 As a result of the ongoing COVID-19 pandemic and the process of Scotland going in to lockdown, the Scottish Government required all Local Authorities to close all schools on Friday 23<sup>rd</sup> March.
- 3.2 From 23 March 2020, all local authorities have been providing emergency childcare for children of keyworkers and for vulnerable children and those with severe and complex needs who can't be looked after at home. In East Lothian, we quickly established six childcare hubs, one in each locality, which provided emergency childcare during lockdown including extended day provision from 8am until 6pm. In addition, five of our partner provider nurseries remained open and provided emergency childcare in line with the Scottish Government guidelines. All other partner providers closed and furloughed their staff.
- 3.3 Considerable work has been undertaken to support those children who are considered vulnerable including provision of a place in one of the hubs if appropriate and regular contact from a known adult. In addition, evening provision has been established for around 60 older young people who can now access small group support with staff from Community Learning and Development, East Lothian Works and Third Sector partners.
- 3.4 During the period of lockdown, whilst school buildings were closed, school staff have continued to provide continuing education for all children and young people. Teachers adapted very quickly and have used a range of means to engage children in meaningful learning throughout this time.
- 3.5 East Lothian uses the G-suite platform as its main means of digital learning. Around 90%, of children and young people have accessed online learning during this time. In addition, schools have provided paper-based packs to families direct and learning materials have been made available from local pick-up points such as shops. The Education Service has also provided additional materials such as 'Ready, Steady Sing' for children moving in to P1. The newly appointed Instrumental Music Manager has also organised online instrumental music lessons.



- 3.6 At the outset, the Education Service made clear the expectations on the quality and consistency of learning provided, through Distance Learning guidance. The Quality Improvement Team has been discussing matters of consistency with Head Teachers albeit that a small number of parents have opted not to engage with learning materials provided.

### **New School Session 2020/21**

- 3.7 Towards the end of May 2020, the First Minister announced that whilst critical childcare would continue, school buildings would begin to reopen in June for the purposes of planning for the school session 2020/21 and for a small amount of transition support if required. She also announced that it was the Scottish Government's intention to reopen schools for the new school session, from 11<sup>th</sup> August 2020 and this would take the form of a blended approach including some in-school learning and some continued home learning. The new school session will commence with two in-service days for staff on the 10<sup>th</sup> and 11<sup>th</sup> August with children and young people starting on 12<sup>th</sup> August 2020. This is one week earlier than the intended start of the new school session.
- 3.8 From Monday 8<sup>th</sup> June 2020, children requiring critical childcare have attended their own school. Head Teachers have worked with their staff to allocate staffing to support this childcare on a rota basis. At the time of writing this report, it has not yet been made clear whether critical childcare will continue beyond the start of the new school session.
- 3.9 Planning for the new school session is now underway. The Education Steering Group has been realigned as an Education Recovery Group and has representation from across relevant Council service areas, from Head Teachers and from the Trade Unions. The group has been tasked with oversight of the development of the Local Delivery Phasing Plan and developing guidance that exemplifies further the guidance issued by the Scottish Government to be used by schools.
- 3.10 The Scottish Government published guidance on the reopening of Early Learning and Childcare settings on Monday 15<sup>th</sup> June 2020. The Education Service is now working with Head Teachers and Funded Providers to understand the implications of the guidance, to allocate nursery places for the new school session and to support all settings in ensuring they are safe to reopen.

### **Local Delivery Phasing Plan**

- 3.11 The Scottish Government, under the powers of the Coronavirus Act 2020, has set an Education Continuity Direction that sets a statutory requirement on all Local Authorities to plan and prepare for children resuming attendance at school and early learning and childcare settings as soon as it is safe to do so. The Scottish Government also published a Strategic Framework on the reopening of schools on 21<sup>st</sup> May 2020, makes a requirement of all local authorities to develop a Local Delivery Phasing

Plan that sets out the steps that will be taken by the Local Authority to reopen schools.

- 3.12 In addition, since the publication of that Strategic Framework, the Scottish Government has now indicated that there will be a requirement on local authorities to submit their plans to Education Scotland by Wednesday 24<sup>th</sup> June 2020. The East Lothian Local Delivery Phasing Plan (Appendix 1) will be submitted in draft form and it will make clear that full implementation remains conditional, subject to both approval at East Lothian Council Education Committee on Thursday 25<sup>th</sup> June 2020 and funding assurance being provided by the Scottish Government.
- 3.13 The East Lothian Local Delivery Phasing Plan takes account of the Scottish Government guidance on reopening schools and sets out the phases that East Lothian Council will take through each stage of the lifting of current restrictions. It should be noted that the plan will only be implemented when the Scottish Government confirms that it is safe to do so and issues a further Education Continuity Direction to that effect.
- 3.14 The Education Service has developed its plan around the need for Nurture to be the basis of the reopening of schools and that staff will need to plan carefully for the recovery and reconnection for all children and staff. New materials were launched by the Education Service in the first week in June and the work of East Lothian has been highlighted by both Education Scotland and the Times Educational Supplement as good practice.
- 3.15 The plan takes account of the need for appropriate physical distancing, enhanced hygiene measures and the need to adopt a blended learning approach that incorporates some in-school learning and the remainder of time to be spent learning from home.
- 3.16 Towards the end of May, the Education Service surveyed all school staff to gather their views on the reopening of the schools. This information is now being used by Head Teachers to finalise their plans. In addition, the Education Service has also sought the views of all parents and carers and received 8,246 responses from parents and carers. This information is currently being analysed and will provide a very useful supplement to the government guidance and will assist the Education Service and schools in planning for the new session. The Chief Operating Officer met with the East Lothian Association of Parent Council Members on Wednesday 17<sup>th</sup> June, to both outline the Council's plans and seek their feedback. To date, parents have been positive about the quality of communication and engagement both from the Education Service and from their child's school. A letter was issued to all parents and carers on Wednesday 17<sup>th</sup> June, outlining the overall approach to reopening schools. Whilst the Plan is still awaiting approval, parents will require to be informed of the plans for their child in the week beginning 22<sup>nd</sup> June 2020 and before the end of the school term on Friday 26<sup>th</sup> June 2020.
- 3.17 All Head Teachers have developed individual school recovery plans. They have been required to ascertain the capacity of their school building including the numbers of children and young people who can safely be

taught in classrooms, shared spaces and in outside areas at one time. In addition, Head Teacher have been asked to plan for how they would scale up the number of pupils attending should there be a change to the physical distancing restrictions and also how they would put in place further restrictions, should the rate of infection increase.

- 3.18 Given the varying sizes of East Lothian schools and the different styles of buildings, it will not be possible for all schools to adopt the same model. Almost all primary schools will achieve 50% of pupils attending at any one time through a two group rotation. A very small number of primary schools will have around 33% of pupils attending through a three group rotation.
- 3.19 Each secondary school has developed a plan that complies with physical distancing restrictions and available staff. All secondary schools will have an induction phase at the start of the new school session, to ensure that all pupils are clear about the new approaches and to ensure that each year group can settle back in to the school environment. Thereafter, each secondary will be aiming to safely accommodate as many pupils as possible whilst following the guidance available at that time. Whilst this may mean that around a third of pupils can be in school for in-school learning to begin with, all schools will be aiming for around 50% as soon as is possible, although this will depend on available staffing.
- 3.20 The reopening of schools will require ongoing rigorous risk assessments and enhanced cleaning as a prerequisite. The Scottish Government Strategic Framework makes this a clear condition on schools reopening and this is at the heart of the Local Delivery Phasing Plan. These measures are being given thorough consideration by the Education Recovery Group and its workstreams to ensure the safety of all children and staff. The Education Service has engaged extensively with the main Trade Unions and has the representatives from the EIS, SSTA and Unison on the Education Recovery Group and represented on the associated workstreams.
- 3.21 Given the restrictions imposed by Public Health guidance upon transport, the Education Service has been working with Transport Services in order to ascertain maximum numbers of children who can be taken to school by both bus and taxi. Whilst some parents may choose not to use home to school transport, the significant restrictions given physical distancing is likely to require significant changes to the provision of transport for children. Taking into consideration current guidance relating to physical distancing, the requirement to support emerging plans will require the current number of buses to almost treble in number. There are many significant challenges still being considered including the local supply chain capacity to support this increased requirement and how this could be delivered in practice. Alongside the practical issues, the resultant financial implications associated with mobilising transportation costs is significant, with current estimates suggesting this could be well in excess of £6.5 million and therefore well beyond existing resource levels.

- 3.22 The Scottish Government has expressed some concerns where a few Local Authorities have indicated to parents that their children may receive a more limited amount of time in school. As a result, Local Authorities have been encouraged to be creative and have been asked to consider the use of other available buildings. The Education Service has considered this as an option, particularly where schools may not be able to bring 50% of pupils back. However, this would mean a further increase in costs as it would require additional teaching and support staff, the same cleaning regimes planned for schools and the potential for further transport costs depending on location.

## **4 POLICY IMPLICATIONS**

- 4.1 None

## **5 INTEGRATED IMPACT ASSESSMENT**

- 5.1 Equalities – the impact of COVID-19 and the closure of schools is likely to have had an impact on the wellbeing and learning of children, families and communities. The phased reopening of schools will also continue to have an impact on some families including for those parents who are returning. Further ongoing work will be required to attempt to understand and seek to mitigate this impact as restrictions are lifted.

## **6 RESOURCE IMPLICATIONS**

- 6.1 **Financial** – All aspects of the Local Delivery Phasing Plan and the reopening of schools presents a significant logistical and serious financial challenge for the Council, which remains significantly in excess of available resources. Many of these additional costs are unavoidable including; staffing, where there are shortages of teaching and support staff due to the current COVID related challenges, and also in key areas such as essential cleaning and supplies of PPE and other essential materials to ensure staff and children are safe and to meet ongoing health and safety requirements. The most financially significant of these costs relate to home to school transport. Many of these costs are still being assessed and will almost certainly increase the current cumulative financial projection is that this will be at least £9.3m with more detail set out at appendix 2.

The Scottish Government has indicated that Local Authorities should use all of available resource including flexibility to divert any discretionary funding including Scottish Attainment Challenge funding, Pupil Equity Funding and Grant funding for the implementation of the expansion of early learning and childcare to 1140 hours. It should be noted that East Lothian does not attract any Scottish Attainment Challenge funding with Pupil Equity Funding already fully committed by schools and is largely deployed to support staffing. In addition, we have sought clarification from the Scottish Government on the implications of using 1140 hours funding for

this purpose and how this will impact on the funding needed to implement the full policy intent in the future.

Funding discussions remain on-going nationally, and efforts have been made to feed in to this debate through both professional networks and through COSLA to establish whether any additional resources will be made available to support the school mobilisation plans. Unless additional funding assurance can be secured, implementation of local plans will only be possible if already committed resources within the council can be reallocated. Given the scale of potential financial implications of reopening schools is well in excess of existing budgetary provisions, it is recommended that the plan and associated costs are submitted to the Scottish Government seeking their formal reassurance that all additional costs will be fully funded.

6.2 **Personnel** – Schools are anticipating staffing shortages for a range of reasons, for example for staff who may still require to shield, for those with serious underlying health concerns or those staff who are pregnant. Schools will therefore require additional staff and we will require to extend a number of temporary contracts and provide supply staff to ensure that there are sufficient teaching staff available. Additional staff will be required in Facilities Management to ensure adequate cleaning and catering for schools. Over 200 school staff have also expressed concern about the availability of childcare and that this may impact on their ability to return to work. Work is underway to review the potential cost implications this may bring. The change in the school session dates has implications for staff who have planned leave in the week beginning 10<sup>th</sup> August 2020. Scottish Government advice asks that this leave is honoured and is not required to be paid back. This will have implications for staffing in the first week of the new session.

6.3 **Other** – none.

## 7 BACKGROUND PAPERS

Appendix 1 - East Lothian Council Local Delivery Phasing Plan

Appendix 2 – Financial implications of the Local Delivery Phasing Plan

<b>AUTHOR'S NAME</b>	Lesley Brown
<b>DESIGNATION</b>	Chief Operating Officer (Education)
<b>CONTACT INFO</b>	Email – lbrown@eastlothian.gov.uk
<b>DATE</b>	12 June 2020

East Lothian Council  
Education and Children's Services

COVID-19 Response and Recovery  
Local Delivery Phasing Plan - June 2020 (draft)

'Nurturing East Lothian – Recovering and Reconnecting'



## **Introduction and Context**

East Lothian Council has developed a Local Authority Delivery Phasing Plan as required by Scottish Government in response to the COVID-19 pandemic and the route map that sets out the phased lifting of restrictions. This plan sets out the steps the Council will take in reopening and reconnecting schools and will be directed by the latest guidance issued by the Scottish Government and Public Health Scotland.

During the COVID-19 pandemic, education and children's services staff and partners have worked tirelessly to support children and young people and to provide emergency childcare for children of keyworkers and children considered to be vulnerable. This support has been extended to evening provision for older young people where there has been an identified need.

The Education and Children's Services Recovery Group has oversight of this plan and has put in place a number of workstreams to support the plans that need to be put in place across all schools and services.

### **Key Principles**

Our key principles mirror the principles contained in Scotland's Strategic Framework for Reopening Schools.

We will:

1. Ensure our phasing plan takes full account of the scientific and medical advice that it is safe to proceed.
2. Put the wellbeing of our children, young people and staff at the heart of our approach through our 'Nurturing East Lothian' model.
3. Ensure risk assessments of individual settings and schools are undertaken in partnership with the Professional Associations, to ensure that the health and safety legislation and guidance is fully adhered to.
4. Implement all complementary public health measures as set out in Scotland's Strategic Framework for Reopening Schools.

5. Develop coherent approaches to blended learning including maximising the amount of in-school learning and building on our earlier successes with at home learning.
6. Build on our existing good practice and lessons learned from our six Children's Hubs.
7. Be prepared for change – our plans will reflect the national guidance to ensure that any form of physical distancing policy is not in place for any longer than is necessary. This will include scenario planning for any changes that may come in to effect during the course of the lifting of restrictions.
8. Ensure clear communication and engagement with trade unions, staff, parents/carers and pupils on the reopening of schools

## **Approach**

In East Lothian, we recognise the significant impact that COVID 19 will have had on our children, young people, families and staff. As a result, our plan is centred on 'Nurturing East Lothian – recovering and reconnecting. We will focus on the health and wellbeing of our children, young people, families and staff and put nurture at the core of our plan and ongoing work.



### **Our Operating Models**

We will maximise the number of children and young people who are able to attend school at any one time. Given that across East Lothian, our schools and settings vary considerably in size and context, our operating models will need to reflect the unique context of each school. The safety of our children and staff is our first consideration and our buildings and staffing capacity may restrict the numbers of children who can attend at any one time. In their plans, all schools have aimed for 50% of pupils attending school at any one time however in our larger primary schools and in some of our secondary schools this may not be possible. We have fully considered the use of alternative spaces across the county such as community centres and other empty buildings. However, the financial implications of operating within our existing school estate far exceeds our approved budget and any use of additional spaces would require significant additional resource in terms of overall budget and a significant increase in staffing.

We have carefully considered the additional workload on school staff and the need to fully support the approach to blended learning and as a result we will operate core provision Monday to Thursday with Friday allocated as a flexible day to be used for planning, preparation and where appropriate, supporting small groups of children. At all times, schools must factor in the need to continue to provide critical childcare Monday to Friday for children of keyworkers and for those who are vulnerable.

### **Early Learning and Childcare**

Scottish Government published new guidance on 15<sup>th</sup> June 2020. Our Early Learning and Childcare Team are now considering this guidance and will allocate nursery places in accordance with the need to ensure children can be in groups of eight and in light of the space available in each setting. Careful consideration will be given to the allocation and prioritisation of places whilst recognising places will be more limited whilst the 2 metre rule continues. This position may change before phase 3. Central staff will work with Head Teachers and funded providers to ensure that the operating model is safe and that children's development and learning can be appropriately supported throughout this time

### **Primary Schools**

The majority of our primary schools will be able to split their children in to two groups – Group A attending on a Monday and Tuesday and Group B attending on a Wednesday and Thursday. A small number of very large primary schools will need to operate a three group rotation which will restrict the time in school to around 40%. Schools will try to keep siblings who attend the same school together in the same group.

### **Secondary Schools**

Each secondary school will develop bespoke plans for their school. They will consider their timetabling to maximise teaching time for young people. At the beginning of the new session each secondary school will put in place an induction programme to ensure all students are aware of new procedures and any changes to their timetable. All schools will then work towards ensuring 50% of the pupil roll can be in school for face to face teaching, recognising that in some cases due to the spaces available and staffing availability this may not always be possible.

### **Specialist Provisions**

Local arrangements will be made with parents centred on meeting the individual needs of each child. Where possible, all settings will offer 50% in-school learning for all children.

## ‘Nurturing East Lothian – Reopening and Reconnecting’

East Lothian Council has developed its approach to the phased re-opening of school buildings focussed on the needs of our children, young people and staff. It is firmly based on all available Scottish Government and Public Health guidance and is aligned with the four phases of the national plan for returning childcare, early learning and schools. All aspects of the plan will be implemented under the direction of the Scottish Government and only when it is deemed safe to do so.

Lockdown	Phase 1 - Staff Return	Phase 2 - Summer	Phase 3 –New school session	Phase 4 Long-Term Delivery
Up to 8 <sup>th</sup> June	8 <sup>th</sup> to 26 <sup>th</sup> June	29 <sup>th</sup> June to 7 <sup>th</sup> August	From 10 <sup>th</sup> August	tbc
<ul style="list-style-type: none"> <li>• HTs communicate with staff to plan for return from 8<sup>th</sup> June.</li> <li>• Buildings recommissioned</li> <li>• Risk assessments consulted upon and agreed</li> <li>• H&amp;S measures in place</li> <li>• Arrangements for emergency childcare in children’s own schools from 8<sup>th</sup> June</li> <li>• Communication for staff, pupils and parents</li> <li>• Staff survey completed</li> <li>• Rota for staff developed and agreed.</li> <li>• Planning commenced for any enhanced transition later in June.</li> </ul>	<ul style="list-style-type: none"> <li>• Staggered return of staff and only attending when required to be in the building.</li> <li>• Review of all spaces complete including maximum capacity.</li> <li>• Organisation of all spaces</li> <li>• Transport plans formulated</li> <li>• Parental survey complete</li> <li>• Ongoing H&amp;S and risk assessments underway</li> <li>• Blended model developed and communicated.</li> <li>• Any necessary enhanced transition for new P1 and S1 developed and delivered.</li> <li>• Ongoing emergency childcare including extending number of places to vulnerable children if required.</li> <li>• Ongoing wellbeing support for staff and children.</li> <li>• Staff availability for August identified and confirmed with any shortfall planned for and addressed</li> </ul>	<ul style="list-style-type: none"> <li>• Summer provision of 4 children’s hubs led by Active Schools</li> <li>• ASN / vulnerable children support as required</li> <li>• Ongoing evening provision for older young people</li> <li>• Provision of FSM.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers return on 10<sup>th</sup> August for two days In-service (10<sup>th</sup> and 11<sup>th</sup>)</li> <li>• Unexpected and unplanned staff absences addressed in preparation for pupils return</li> <li>• Groups of pupils begin to return on 12<sup>th</sup> August</li> <li>• Places at each school will be limited to that determined by the operational maxima for that building.</li> <li>• Ongoing emergency childcare provision in each school.</li> <li>• Blended learning for pupils with mix of in-school teaching and home learning.</li> <li>• Rotation of groups of pupils depending on capacity of school.</li> <li>• Emotional/Wellbeing support for pupils and staff returning to school</li> <li>• Closure plan in place if virus status changes</li> </ul>	<ul style="list-style-type: none"> <li>• Continued development of the primary, secondary and distance learning offers</li> <li>• Dependent on virus status and latest scientific and government advice, the operational maxima for schools will be adjusted to allow more to attend.</li> <li>• Maintenance of a responsive closure plan should a school or centre be connected to a virus outbreak.</li> <li>• Gradual relaxation of restrictions and additional measures around school transport, cleaning and catering.</li> <li>• Closure plan in place if virus status changes</li> <li>• Monitoring of staff attendance/absence and availability with related impact addressed in terms of cover requirements?</li> </ul>

Phase 1 – Staff return			
	Delivery	Timescale	Lead Officer /s
<b>Staff attendance</b>	<ul style="list-style-type: none"> <li>• Staff returned to school buildings from w/b 8th June.</li> <li>• Attendance is planned by the HT in consultation with staff.</li> <li>• Attendance is flexible and only permitted where there is a clear purpose eg. Provision of emergency childcare, setting up of classrooms.</li> <li>• Ongoing liaison with the Trade Unions</li> </ul>	From 8 <sup>th</sup> June 2020	Richard Parker Anna Robertson Head Teachers
<b>Learner attendance</b>	<ul style="list-style-type: none"> <li>• Existing registered children of key workers and vulnerable pupils</li> <li>• Very small numbers of pupils may be invited to attend to facilitate enhanced transitions.</li> <li>• Uniform need not be worn</li> </ul>	From 8 <sup>th</sup> June 2020	Head Teachers
<b>Emergency childcare</b>	<ul style="list-style-type: none"> <li>• The existing six hubs will continue to operate with the same attendees until 5th June.</li> <li>• Allocation of places will continue to be managed by the central team</li> <li>• Emergency childcare for children of key workers and vulnerable pupils will move to their own school from 8th June.</li> <li>• Staffing for emergency childcare will be provided by school staff from 8<sup>th</sup> June.</li> </ul>	w/c 1 <sup>st</sup> June 2020 onwards	Karen Haspolat Head Teachers
<b>Inclusion wellbeing</b> &	<ul style="list-style-type: none"> <li>• Children's needs will be placed at the heart of the decision making process and in all plans to reopen. 'Nurturing East Lothian' will be launched with a focus on reconnecting and supporting all children from where they are at.</li> <li>• Planning to be taken forward to support all vulnerable children and for those for whom vulnerabilities have emerged during lockdown.</li> </ul>	From 1 <sup>st</sup> June 2020	Lynne Binnie ASN team Head Teachers

	<ul style="list-style-type: none"> <li>Detailed planning by schools for children with ASN including those with places in specialist provisions.</li> </ul>		
<b>Distance Learning inc Digital</b>	<ul style="list-style-type: none"> <li>Teachers will continue to deliver home learning as previously end of June.</li> <li>HTs will support staff to balance home learning with commitments to undertake duties at school buildings.</li> <li>Review of returns from schools on use of digital learning and sufficiency of devices.</li> </ul>	Throughout June 2020	Nick Trussler David Gilmour Distance Learning workstream
<b>Transitions</b>	<ul style="list-style-type: none"> <li>Schools will continue with current distance transition programme including contact with children and families</li> <li>Staff will identify any children for whom a face to face enhanced transition may be necessary to ensure their successful start to the new term in August.</li> </ul>	Throughout June 2020	Head Teachers
<b>Communication</b>	<ul style="list-style-type: none"> <li>Council comms team to provide advice and guidance on all aspects of comms</li> <li>COO to communicate with staff and parents in the first instance</li> <li>Regular briefings for CMT and elected members</li> <li>Develop surveys for staff and parents to seek feedback</li> <li>Schools to develop regular communication with parents on the model to be offered.</li> <li>Education Service to meet with ELAPCM</li> <li>Schools to develop a child-friendly communication</li> </ul>	Ongoing	Lesley Brown Jo Allen Head Teachers
<b>Transport</b>	<ul style="list-style-type: none"> <li>Ongoing support for FSM and deliveries</li> <li>Schools to advise of which children will be having enhanced transition and require transport</li> <li>Planning for ASN transport</li> <li>Planning for new school session including approaches to</li> </ul>	Throughout June 2020	Andrew McLelland

	<p>physical distancing</p> <ul style="list-style-type: none"> <li>• Work to be undertaken with parents to determine level of need</li> <li>• Plans with each school to stagger pick up and drop off to mitigate impact on transport needed.</li> </ul>		
<b>Catering</b>	<ul style="list-style-type: none"> <li>• Continuation of existing school meal provision available at the hubs that are operating and via home deliveries.</li> <li>• Transition of current hub FSM provision to children's own schools.</li> <li>• Planning for summer provision and requirements of new school session.</li> </ul>	Throughout June 2020	Vanessa Sanal Head Teachers
<b>Cleaning</b>	<ul style="list-style-type: none"> <li>• Maintain existing cleaning routines in schools that have been operating as hubs.</li> <li>• From 5<sup>th</sup> June, arrange appropriate cleaning once schools are recommissioned and thereafter regular scheduled cleaning routines in schools that have been closed</li> </ul>	Arrangements in place by 5 <sup>th</sup> June	Vanessa Sanal Head Teachers
<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>• Complete fire safety, legionella testing etc as part of recommissioning process.</li> <li>• Ensure all other H&amp;S checks are carried out including risk assessments.</li> <li>• Review provision of hand washing facilities and hand sanitiser where required.</li> <li>• Review need for PPE eg specialist provisions</li> <li>• H&amp;S protocols re symptomatic attendee at school and / or virus outbreak.</li> <li>• Protocols for restricting access should SG advise on increase of restrictions.</li> </ul>	By 8 <sup>th</sup> June and then ongoing	Judith Wood Neil Craik Collins

Phase 2 – Summer			
	Delivery:	Timescale	Lead Officer
<b>Staff attendance</b>	<ul style="list-style-type: none"> <li>Four children’s hubs will operate over the summer led by Active schools teams and staffed by a range of non-school staff.</li> </ul>	July – 8 <sup>th</sup> August 2020	Mark Urwin – Active Schools Manager Karen Haspolat
<b>Learner attendance</b>	<ul style="list-style-type: none"> <li>Places in the hubs will be for those children currently registered and where their parent has indicated they need summer, emergency childcare.</li> </ul>	July – 8 <sup>th</sup> August 2020	
<b>Emergency childcare</b>	<ul style="list-style-type: none"> <li>Provision will be across four hubs and will operate in line with other holiday club provision</li> <li>Places will be allocated in advance by the central team and will not be subject to change during the holidays.</li> </ul>	July – 8 <sup>th</sup> August 2020	
<b>Distance Learning / Digital</b>	<ul style="list-style-type: none"> <li>The provision of distance learning will be paused over the summer to give both staff and children the chance for a rest before re-engaging in the new school session.</li> </ul>	N/A	
<b>Communication</b>	<ul style="list-style-type: none"> <li>Ongoing communication ahead of phase 3 will be required.</li> </ul>	July – 8 <sup>th</sup> August 2020	
<b>Transport</b>	<ul style="list-style-type: none"> <li>Provision will be limited and in line with lockdown arrangements</li> </ul>	N/A	
<b>Catering</b>	<ul style="list-style-type: none"> <li>Provision of packed lunches for children eligible for FSM will continue throughout the summer.</li> </ul>	July – 8 <sup>th</sup> August 2020	
<b>Cleaning</b>	<ul style="list-style-type: none"> <li>Cleaning routines will depend on the exact use of each building during the summer but existing robust cleaning routines will be in place in hubs and in advance of the start of</li> </ul>	July – 8 <sup>th</sup> August 2020	

	the new school session.		
<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>Continuation of existing H&amp;S procedures in the hub schools throughout the summer.</li> </ul>	July – 8 <sup>th</sup> August 2020	
<b>Early Learning and Childcare providers</b>	<ul style="list-style-type: none"> <li>Support providers who have been closed to reopen</li> <li>Plan numbers of places that settings can offer based on space</li> <li>Ongoing support to all settings</li> </ul>	From July 2020 onwards	Janice Dickson Pauline Homer Mary Preston Gill Whitford

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<b>Phase 3 – New school session</b>			
	<b>Delivery:</b>	<b>Timescale</b>	<b>Lead Officer</b>
Staff attendance	<ul style="list-style-type: none"> <li>• 10<sup>th</sup> and 11<sup>th</sup> August are in-service days for all teaching and support staff.</li> <li>• Children return on a phased basis on 12<sup>th</sup> August.</li> <li>• School staff who have a pre-booked summer holiday for w/b 11<sup>th</sup> August should continue to take this.</li> <li>• SNCT national advice to be followed.</li> <li>• Schools to determine how best to plan staffing around face to face teaching and home learning taking account the needs of staff.</li> <li>• Ongoing liaison with the trade unions</li> </ul>	Plan in place by end June 2020	Richard Parker Anna Robertson Head Teachers
Learner attendance	<ul style="list-style-type: none"> <li>• Schools will determine their maximum pupil attendance that can be achieved whilst maintaining social distancing. Consideration must be given to social spaces, corridors and learning spaces.</li> <li>• Pupils will attend on a rotational and priority basis. Schools will aim to achieve 50% attendance. The other days will focus on home learning with work set by school staff.</li> <li>• Where possible, attendance will focus on family groups from within the same school.</li> </ul>	Plan in place by end June 2020	Head Teachers
Emergency childcare	<ul style="list-style-type: none"> <li>• From August 2020, schools will be the conduit for any requests for emergency childcare. When agreeing attendance, first priority will be given to vulnerable pupils and children of key workers when they have no other care.</li> </ul>	Ongoing planning required based on most up to date SG advice	Head Teachers
Inclusion and wellbeing	<ul style="list-style-type: none"> <li>• Continuation of nurture approach including a soft start to the new school session taking account of children's needs.</li> <li>• Detailed planning by schools to ascertain children's readiness to learn and measures to be put in place to begin to mitigate the impact of disadvantage and of COVID.</li> </ul>	August 2020 onwards	Lynne Binnie Head Teachers ASN team



	<ul style="list-style-type: none"> <li>• Child's Planning process – all plans to be reviewed to take in to account needs of children and any changes required to provision.</li> <li>• Ongoing detailed bespoke planning for children accessing specialist provisions.</li> </ul>		
Curriculum, Learning & Teaching	<ul style="list-style-type: none"> <li>• Our focus in the early stages of the new school session will be on nurture, reconnecting and health and wellbeing.</li> <li>• Schools will also prioritise literacy and numeracy as required.</li> <li>• The focus of the in-school curriculum in the lower primary years should be strongly play and experience based and balanced with high quality direct teaching in key areas of Literacy, Numeracy and Health &amp; Wellbeing.</li> <li>• In upper primary years, the in-school curriculum will focus on focused quality teaching experiences in the core areas of Literacy, Numeracy and Health &amp; Wellbeing.</li> <li>• For all learners, there will be a blended curriculum that will balance direct teaching in schools with time learning at home.</li> <li>• Home learning will include materials provided by schools for consolidation and revision alongside materials being provided nationally for children to access.</li> </ul>	From August 2020	QIO team Head Teachers
Support for children & young people	<ul style="list-style-type: none"> <li>• Included Engaged and Involved and GIRFEC will remain the central policies that ensure East Lothian gets it right for every child and young person as we reopen and reconnect.</li> <li>• Data regarding vulnerable pupils gathered during the lockdown will be shared with schools in order to inform future planning. Support plans should be initiated or revised accordingly.</li> <li>• Mental health and wellbeing support will be available through the Educational Psychology Service.</li> <li>• Schools will recognise that the period of closure will have affect pupils' support needs in different ways and Child's Plans or IEPs will need to be reviewed and updated to reflect this.</li> </ul>	From August 2020	Lynne Binnie Lindsay Byrne Head Teachers ASN team
		From August 2020	Rob Lewis

Attendance, tracking and monitoring	<ul style="list-style-type: none"> <li>• Arrangements will be made to re-open schools on SEEMiS to allow conventional recording of attendance (in line with national guidance).</li> <li>• Guidance will be provided on recording and coding attendance/absence during the phasing period.</li> </ul>		
Distance Learning & Digital	<ul style="list-style-type: none"> <li>• Blended learning will be the norm for all pupils, where teaching and learning during attendance in school will be complemented by home learning with the teacher and opportunities to engage in themed events and interdisciplinary learning as appropriate.</li> <li>• National support on digital learning is being provided by Education Scotland to augment the work provided by schools.</li> <li>• The provision of IT hardware to pupils at home may have depleted in-school resources. Schools should audit their IT and technology needs for August and flag any requests through HTs.</li> <li>• Where devices have been issued to homes, it is likely that they will need to continue to access them to support the home element of blended learning.</li> </ul>	Ongoing	Nick Trussler David Gilmour Distance Learning workstream
Transitions	<ul style="list-style-type: none"> <li>• Time for new P1 children to transition from 12<sup>th</sup> August will be a priority by providing a 'soft start'. Individual schools are best placed to plan this depending on their own circumstances.</li> <li>• Bespoke arrangements will be out in place for S1 transitions and any other transition eg P3 to P4 in split site schools.</li> <li>• Where a need for enhanced transition into school or between classes has been identified this will have been planned in June and allowance should also be made for this on the week beginning 10<sup>th</sup> August.</li> </ul>	From 12 <sup>th</sup> August	Head Teachers
Communications	<ul style="list-style-type: none"> <li>• Ongoing communications with all stakeholders will be required at both local authority and school level.</li> </ul>	As for phase 1	As for phase 1

Transport	<ul style="list-style-type: none"> <li>• Liaison and planning with bus operators to agree maximum transport capacity on vehicles whilst maintaining social distancing.</li> <li>• If risk assessments dictate, masks may need to be provided to children travelling on school buses. This can be enforced in the school bus user agreement.</li> <li>• Consultations with parents about them providing transport, where they can so buses can be prioritised for those with no option.</li> <li>• Travel numbers can be maximised by transporting family groups, where possible.</li> </ul>	As for phase 1	As for phase 1
Catering	<ul style="list-style-type: none"> <li>• All schools will be provided with packed lunches for distribution to those pupils who require lunch.</li> <li>• All children and young people will be required to have lunch onsite.</li> <li>• HTs will work with catering staff to agree arrangements for lunch service depending on the facilities at each school. For some settings that may mean staggered lunches or eating in classrooms.</li> <li>• Where FSM-registered pupils are not attending at school, the weekly lunch packs will continue.</li> </ul>	As for phase 1	As for phase 1
Cleaning	<ul style="list-style-type: none"> <li>• Existing robust daily building cleaning routines will be maintained.</li> <li>• Guidance will be sought for August in terms of the need for any daytime cleaning routines when children are in attendance.</li> </ul>	As for phase 1	As for phase 1
Health & Safety	<ul style="list-style-type: none"> <li>• Continuation of all H&amp;S procedures and reference to all updated SG and Public Health guidance will be required throughout.</li> </ul>	As for phase 1	As for phase 1

## Phase 4 – Long term delivery

Planning a fourth phase of delivery is intended to provide a broad scoping of how services could develop as restrictions reduce. Our key priority will be to continue to respond quickly to either restriction or expansion of services as the nation progresses through the Scottish Government's routemap phases.

**All measures set out in this phase of the plan are indicative and wholly dependent on the government advice at the time. This phase will continue to be amended and updated as more advice is issued.**

	Key priorities:	Timescale	Lead Officer
Staff attendance	<ul style="list-style-type: none"> <li>All staff able to attend work including lessening of restrictions around notifiable health conditions and shielding requirements.</li> </ul>	As for phase 3	As for phase 3
Learner attendance	<ul style="list-style-type: none"> <li>When assessments indicate that it is safe to do so and social distancing requirements are amended or relaxed, numbers of children attending school settings can be increased.</li> <li>As attendance increases, the balance of blended learning will be adjusted accordingly.</li> <li>As long as it's required, Test and Protect measures will be followed for the school population.</li> <li>Ongoing liaison with the Trade Unions</li> </ul>	As for phase 3	As for phase 3
Emergency childcare	<ul style="list-style-type: none"> <li>The need for dedicated provision for children of key workers will be reduced as attendance increases.</li> <li>Schools will continue to support vulnerable pupils and their needs will be integrated into regular provision.</li> </ul>	As for phase 3	As for phase 3
Curriculum	<ul style="list-style-type: none"> <li>As regular school attendance increases, the balance of blended learning will decrease accordingly and pupils will return to greater levels of in-school learning.</li> <li>As curriculum delivery returns to more conventional approaches, the aspects of innovation and best practice developed during lockdown should be maintained, especially where that involved flexible online learning and increases in equity of provision.</li> </ul>	As for phase 3	As for phase 3
	<ul style="list-style-type: none"> <li>Home learning will gradually be stepped down as children increase</li> </ul>	As for phase 3	As for phase 3

Distance Learning inc Digital	<p>their time in school.</p> <ul style="list-style-type: none"> <li>• Pedagogies and resources developed for home learning should be retained and used where it can support children with interrupted learning or who have difficulty attending school.</li> <li>• Where children have been identified as needing to continue in long-term shielding, home learning will continue to be provided by their teacher.</li> </ul>		
Transitions	<ul style="list-style-type: none"> <li>• As plans move forward for 2021, arrangements for transition for the next academic year expect to return to previous arrangements.</li> <li>• Where a child has had to shield for a long period of time beyond the school re-opening date, transition arrangements for return will need to be made when it safe to do so.</li> </ul>	As for phase 3	As for phase 3
Transport	<ul style="list-style-type: none"> <li>• School transport services will begin to relax social distancing requirements when advice indicates it's safe to do so and increased numbers of pupils will be allowed on vehicles.</li> <li>• The requirement to wear masks on buses will be relaxed.</li> <li>• Taxi and small vehicle transport will be able to return to normal.</li> </ul>	As for phase 3	As for phase 3
Catering	<ul style="list-style-type: none"> <li>• Kitchens and dining areas will open up more fully as social distancing requirements are relaxed. This may change operational arrangements in individual schools.</li> <li>• As kitchens return to normal operation, menu choices will be reinstated and hot meals will be provided more widely.</li> </ul>	As for phase 3	As for phase 3
Cleaning	<ul style="list-style-type: none"> <li>• Cleaning routines will begin to return to regular patterns but it is likely to retain need for frequent cleaning of contact surfaces.</li> <li>• Advice will be considered in relation to any further requirements for deep cleaning.</li> </ul>	As for phase 3	As for phase 3
Health & Safety	<ul style="list-style-type: none"> <li>• Requirements for additional H&amp;S measures and risk assessments will be reviewed in line with the latest SG / Public Health advice.</li> </ul>	As for phase 3	As for phase 3

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**Appendix 2 - Education Local Delivery Plan - Financial Implications**

<u>Area</u>	<u>TOTAL</u> <u>£'000</u>	<u>Notes</u>
Staffing	1,400	Note 1
Cleaning	1,200	Note 2
Transport	6,600	Note 3
Other	500	Note 4
<b>TOTAL</b>	<b>9,700</b>	

**Notes**

<u>General</u>		
		Cost estimates remain in DRAFT and are reflected until end of March 2020
		No additional costs have yet been included to support the Early Learning & Childcare provision, and therefore the costs only support the mobilisation of Primary, Secondary and ASL bases. Around 2/3 of the 1140 revenue funding is already committed.
<b>Note 1</b>	Staffing	Includes additional staffing costs to support Primary and Secondary schools to support staff who through staff survey / school mobilisation plans who have indicated they are unable to return to work in August due to COVID related issues. This may include individuals who are shielding or have family members who are shielding.
		Includes supply cover for school staff with pre-booked annual leave w/c 10 August 2020
		Includes additional cost associated with teachers who were due to leave on 16 August (aligned to previous term) and replaced on 10 August 2020
<b>Note 2</b>	Cleaning	Includes additional costs associated with additional cleaning in Primary and Secondary.
		This includes: additional hours for cleaners due to increased frequency; additional materials; additional costs associated with staff cover for those staff who are shielding; and starter packs for sanitisation stations in schools
<b>Note 3</b>	Transport	Includes additional increased transportation costs for transporting children in line with current guidelines relating to physical distancing
		This includes cost of transporting pupils across 4 day provision and includes costs associated with ASN pupils
		The costs assumes additional bus supply is available which currently remains unclear
<b>Note 4</b>	Other	The costs include additional IT equipment to support Teachers to deliver on-going blended learning

**Costs not reflected in the return**

	Staffing	Costs for staff who have indicated that they are unable to return due to childcare issues
	Transport	The costs of 100% of pupils returning which would increase to circa £10m
	Transport	The cost of pupils currently using public bus network - and if this cannot be accommodated safely - this will increase costs by a further £2m
	Transport	The cost of continuation to supply of FSM packages to those in receipt from August
	Other	Significant additional IT costs associated with supporting blended and digitalised learning
	Other	Additional learning resource requirements to support and mobilise schools to deliver blended learning whilst conforming with health and safety requirements
	Other	Additional cost associated with bringing schools back into operation or indeed using additional 'Council buildings' to deliver education to pupils. The costs associated with supporting this would be very significant to ensure buildings met on-going health and safety guidelines and statutory requirements and additional staff to support learning in an additional building.