



Portlethen Academy

Learn and Improve. Get Involved. Think of the Consequences. Respect All.

09th June 2020

Dear parents/carers,

Following on from my previous letter regarding the P7-S1 Transition Team (which can be found here: <https://portlethenacademy.aberdeenshire.sch.uk/pupil-area/transition/>), the pupils are now receiving daily videos introducing them to staff and getting answers to some of the questions they asked at the start of term. This week I have set their first task – a Fact File – which will help us get to know a bit more about each pupil. In this Fact File we have asked for a passport-style photograph to be attached. This photo will be used in our administration system and possibly even for the National Entitlement Card so it is important that the pupils follow the instructions at the start of the Form. Many pupils have completed this task already but if you were able to check what they have done or support them to complete it, it would be much appreciated.

Next week's task will be a Transition Booklet that will allow pupils to work through a number of short tasks which will also give them the answers to a number of questions they asked regarding timetables, school layout and the school day to mention a few.

When the pupils sent their questions in to their teachers, there were a few questions from parents included:

1. *What type of device will the children need to work on? I believe most work is done on laptops.*
2. *Are the programmes used compatible with Android & Apple devices?*
3. *Is homework able to be monitored by parents or do we have to rely on the children telling us?*
4. *My child is dyslexic – what support will be put in place for them?*
5. *When will bus passes and Young Scot cards be issued?*

Whilst there are some straightforward answers to some of these questions, I thought it would be nice to answer them via an online meeting and give you the opportunity to ask any further questions too.

In order to manage the meetings effectively, we have split the evenings up into groups according to Primary School. It would be helpful if you were able to keep to your allocated evening, but I understand that it may not always be possible so please do join another meeting if necessary.

I will facilitate the meeting but there will also be a Guidance Teacher, Support for Learning Teacher and another member of Senior Management in the Meeting too. To help us structure the meeting and make best use of the time, I ask that you email any questions you may have to me so we can prepare some answers. If during the meeting, you have another question, you will be able to ask it in the chat function so we can try to answer it within the meeting or depending on the number of questions and time, collate a FAQ sheet with answers afterwards and email out. Some of the topics we will cover will be uniform, return to the school building during term 1 and blended learning approaches.

Please, when you join the Meeting, feel free to have your video on but mute your microphone. The meetings will be held in a Google Meet. You simply need to copy and paste the link into your internet browser (Chrome is advisable) and click on join. From there, you will be admitted to the meeting.

School	Date/time	Google Meet link
Newtonhill & Out of Zone	Monday 15 th June 7:30pm	meet.google.com/mxo-gqj-fno
Portlethen & Banchory Devenick	Tuesday 16 th June 7:30pm	meet.google.com/yir-nuxf-asm
Fishermoss & Hillside	Wednesday 17 th June 7:30pm	meet.google.com/eog-ubdq-dtk

My email address for specific questions: Kirsty.campbell-robertson@aberdeenshire.gvo.uk

I look forward to meeting with as many of you as possible next week.

Yours sincerely,

Mrs Campbell-Robertson
Depute Head Teacher and S1 Year Head (2020-21)