



12 August 2020

Dear Colleague,

I hope that you have enjoyed a well-deserved break and are feeling re-charged and ready for the new academic year. I understand that some of you may be feeling anxious about returning to work; however, we have a clear instruction from the Minister of Education and a responsibility to accommodate priority pupils in class from 24th August and all other pupils from the week beginning 1st September. In order that we can return as safely as possible a number of measures will be put in place to mitigate against the transfer of Covid19 among pupils and staff. I have completed a risk assessment and will work with individual staff members who may require additional assistance to return to work. I have included our return to school plan for your attention.

The new term will see a number of teachers join our permanent staff team. Aisling O'Kane, Craig Peters, Rebekah Mitchell and Rachel Riddles have been successfully appointed to full term permanent positions and we are delighted to have secured their services. Lesley Wallace has been appointed to the role of Head of Art and I look forward to seeing how she leads the department to success in the future.

A number of temporary staff will also join us in August. Stephen McKeeman (languages); Jordan Hughes (maths), Zoe Keys (LS, maths and English); Annie McAfee (English and drama); Emma Harper (RE), Ciaran Duddy (LLW and music); Connor McDowell (LLW), Shannon McGregor (science); Emma Smallwoods (science and numeracy support) and Elaine McBride (HE and science). We also have Kim Magee with us to cover for Rachel Deery who is on maternity leave. As you can imagine, securing the services of so many teachers has been no mean feat, so please make sure you make them feel welcome and supported in school.

I have enclosed a summary of INSET we plan to run on the first week back and to accommodate this I have decided to release priority groups (Y12, 14 and children with a statement of educational needs) each day at 12:40pm on the week beginning 24th August. This is to provide you with time for personal preparation and adjustment to the new guidelines in place.

Experience tells us that school life will begin as fast-paced as ever, so please enjoy the last few days of your holiday with your friends and family and I will see you on Thursday 20 August.

Yours sincerely,

A handwritten signature in black ink that reads "Michael Allen".

Michael Allen