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| Telephone: | 01259 760690 |
|  | Email: | menstrie@clacks.gov.uk |
| Date: | 6th August 2020 |
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Dear Parents/Carers

I do hope that all our children and families have had a restful and relaxing summer. We are really excited and look forward to welcoming all of our children to Menstrie Primary on 12th August 2020. We will of course do our very best to ensure all measures are in place to best support the return of our children being as normal as possible however, parents can help us and support their children by explaining that there will be changes.

Throughout the holidays, we have continued to be in full discussions with Clackmannanshire Council. As a local authority we would normally try to proceed with each school making very similar arrangements to ensure all our Clackmannanshire children have similar experiences. In this instance, due to the very different structures of our school buildings (entrance points and exit points) and differing pupil numbers, there will be different arrangements for each of our schools. These have been discussed, considered and agreed that we must do what is best for our individual settings at this time.

On Monday 10th and Tuesday 11th August the school will be open to staff for in-service training. During this time staff will be;

* Spending time to deepen their understanding of the guidance around opening schools
* Liaising with previous class teachers for transition information
* Ensuring that the classes are ready for pupils to return on Wednesday 12th August.
* Further develop plans to support the health and well-being of our pupils as we make a return to school. We understand that this may be an anxious time for many, but please be assured we are looking forward to welcoming the pupils back to school and will do our upmost to support them.

Mrs Murray and Mrs Campbell will be showing small groups of P1 children around the school as a transition activity. Some other pupils may also be visiting during this time who are not going into P1.

We are very aware that some parents, children and staff will be anxious about our return and what this will look like for our children. **Please read all attached information on how we intend to operate when we are back in school next week.**

**School Lunches and Break times**

In the first few weeks school lunches will ONLY be available to pupils in P1 – P7 who are entitled to Free School Meals (this includes ALL pupils in P1 – P3) To begin with these lunches will be a grab bag style school packed lunch (a menu will be available on Clacks web) Pupils in P1 – P3 should complete the attached tear off slip and hand it to their teacher on the first day of term to indicate if they would like the school lunch or if they are having a home-made packed lunch. Home lunches should be avoided. Packed lunches should be brought in a lunch bag/box and this should be kept with the pupil and taken home each day to be washed. To help keep lunches fresh ice packs can be added to them. Please note that pupils must NOT bring nuts or food that contains nuts to school. All rubbish and leftovers must be taken home. Initially pupils in P1, P2 and P3 will eat their lunch in the lunch hall with pupils in P4 – P7 eating their lunch in the classrooms.

Once pupils have eaten their lunch they will be able to go and play outside. Please note that pupils will only stay in the school building for breaks and lunches if the weather makes it unsafe. It is therefore necessary to ensure that your child has a warm waterproof jacket with a hood.

Pupils do not need to social distance from other pupils, however government advice is to try to keep bubbles (classes) together and to limit mixing with other groups. Consequently we will split our playtimes and lunchtimes. Breaks and Lunches will be at the following times;

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| Year Groups |  Break | Lunch |
| P1 and P2 | 10.45 – 11.00 | 12.30 – 1.15 |
| P3 and P4 | 10.30 – 10.45 | 12.15 – 1.00 |
| P5 – P7 | 10.15 – 10.30 | 12.00 – 12.45 |

**School Uniform**

As a school we have previously enjoyed participating in a range of outdoor learning opportunities; going forward it may be that much more of the day is spent outside and so it is vitally important that pupils are dressed appropriately. We would encourage school uniform as appropriate. School jumpers and polo shirts can easily be worn both indoors and out. Trousers and leggings are sometimes more practical for outdoor learning than skirts and summer dresses, however in the better weather I’m sure that these items are feasible. Shoes can get wet and muddy but if they do pupils could then change into their gym shoes – a plastic bag in your child’s school bag for dirty items could be helpful. As you know the weather is often inclement and changeable. Pupils should have a warm waterproof jacket with a hood and for sunny days pupils should bring with them sun tan lotion and a summer hat.

If you have not been able to get a school uniform then please do not worry, however we would ask that pupils do not wear football colours or jeans. Please note that all items of school uniform should be clearly labelled with your child’s name and class.

**Personal Belongings**

Items brought to and from school should be kept to a minimum and should be cleaned before coming to school. Pupils will be provided with all necessary stationary items and so should NOT bring pencil cases to school. Similarly toys, games etc should not be brought to school. It may not be necessary for your child to bring a school bag. Packed lunches and water bottles could be brought to school in plastic or washable bags.

**Emergency Contacts and medications**

Communication to parents will continue via group call. It is vitally important that parental contact information is kept up to date. Please inform us if you change your phone number or email address. Emergency contact information must also be kept up to date.

**Staffing update**

Miss Bryden is going to be absent from work and this absence will last several weeks. However I am delighted to welcome Ms Pauline Elizabeth to our school who will be covering her class during this absence. We are also delighted to welcome Ms Vanessa Jones to the school who will be supporting the teaching of pupils across the school.

I understand that there is a significant amount of information contained within this letter and the attached leaflets, but I hope that it is able to provide you with some reassurances. Please note that steps put in place may change and adapt as the term progresses.

Many thanks for your continued support

Lisanne Henderson

Headteacher

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**P1 – P3 Lunches**

**Please complete and bring to school on the first day of term.**

Childs Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wednesday School Lunch Packed Lunch

Thursday School Lunch Packed Lunch

Friday School Lunch Packed Lunch