



Our Ref:

Your Ref: S1 Information

Date: 05/08/20

Head of Education: Michael Roach

Head Teacher
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Information Pack for Parents of S1 Pupils

Dear Parents,

We are looking forward to welcoming your son/daughter on a full-time basis from Wednesday 12th August 2020.

Information Pack

At the beginning of each new session, we are required to seek your permission and consent for a number of issues that are relevant to your child's day to day life here at St Columba's High School. I would therefore ask you to read the attached information and complete and return the relevant paperwork to the main school office on or before your child starts school.

This information pack contains the following:

1. **Data Check Forms.** Please check that the information is accurate. Please make any changes or additions required and sign the bottom of the form.
2. **Photo Permission Form.** This requires to be signed by the parent to allow photographic or video images of their child to be used to publicise the work and life of the school.
3. **School Internet/E Mail Acceptable use Protocol.** This requires to be signed by the pupil and their parent and must be returned to the school.
4. **Medication**
There is one form in this pack if you need to leave medication in the school office for school staff to administer, and another form if you wish your child to carry and administer their own medication while in school.
5. **Canteen Code.** This is the code which your child will require to enter when purchasing items from the school canteen. You are encouraged to prepay using the online ParentPay website. If your child qualifies for a free school meal, these funds will be automatically added each day.
6. **Guidance on starting the new term.**

Please note, S1 pupils will not be participating in PE lessons during this first week therefore full school uniform should be worn each day.

Thank you for your ongoing support and we look forward to working with you over the coming year.

Yours faithfully,

Nicola Devine
Head Teacher

