

EDUCATION, COMMUNITIES & ORGANISATIONAL DEVELOPMENT

Susan Buchan Head Teacher Keith Primary School School Road KEITH AB55 5GS Telephone: 01542 882802

email: admin.keithp@moray-edunet.gov.uk Website: www.moray.gov.uk

13th August 2024

Dear Parent/ Carers

Return to School 24-25

We hope you have all had a good break. After 2 busy INSET days, we are very much looking forward to seeing everyone.

Most of our learners visited their new classrooms prior to the summer holiday. Tomorrow morning, they should make their way to their new classes in time for the bell at 8.50am. If anyone is unsure, there will be staff in the playground to make sure everyone gets to the right place.

Lunches

The lunch menu for this session can be found <u>here</u>. We are starting back on Week 1.

Please remember that all lunch orders must be placed by 9.30am. If your child is going to arrive later than 9.30am, and requires a school dinner, please contact the school office to advise so our admin team can notify the canteen.

School lunches are free for all pupils in P1 - P5. The Ipay system can be used to pay for school lunches where pupils are in P6 or P7.

Start / End of day arrangements

Drop-off

- **P1 parents**: Arrangements for P1 (for the first few days) have been communicated via the P1 Facebook page.
- **P2-P7 parents**: We ask that you drop your child at the gate and not enter the playground.

Pick-Ups

- P2s should be collected from classroom doors by a parent or known adult at 3.00pm.
- P3s will be dismissed from their classroom door and will head to the gate at the P1 end of the school. Parents of P3 pupils should wait outside the gates rather than come to the classroom door.
- P4s P7s will normally make their way out of the gate at the P7 end of the school but can go out of the P1 gate if they are meeting adults who are collecting younger siblings.

If your child is new to P4, please make sure they are aware of how they are getting home or who is meeting them and where.

We also respectfully ask that you stand back a little from the gate at the P1 end of the school at busy times. We have a number of pupils (especially those with autistic type difficulties) who struggle with busy spaces so it would be ideal to offer these pupils a little more space to enter and leave the school safely.

Reminder re. Phones and other items in School

To avoid the risk of precious items being lost or stolen, we would advise against taking phones and personal toys / possessions into school.

That said, we do know that there are lots of reasons why it is important for a child to take a phone with them. The use of mobiles, for a host of reasons, is not permitted in class or in the playground so pupils should keep their phones in their bags and out of sight during the school day.

Communication

From the 1st September we will no longer use email to communicate newsletters and information from the school and wider community. All communication will come via Xpressions. For those who have not done so, please download Xpressions as soon as possible. Please contact the office if you encounter difficulties.

If you need to get in touch with your child's class teacher, please email the school office. It is not advisable to use GLOW e-mails as most teachers do not routinely check messages or e-mails on this platform.

PE Kit

All pupils are expected to have an indoor PE kit in school consisting of shorts, leggings or jogging bottoms, a T-shirt and indoor shoes.

Forthcoming Dates

Here are some of the important dates for the coming weeks. This list is not yet complete and will be updated and included in a further letter.

Date	Event
19 th September	Photographer (individuals and sibling groups)
Sat 21 st September	Colour Run 12 noon – 3pm (provisional)
24 th – 26 th September	Childsmile
26 th September	Cauliflower Cards return date (More info to follow)
2 nd October	Parents' Open Evening 4pm – 6.30pm
3 rd October	Photographer (for those absent on the first sitting)
4 th October	School closes at 3pm for October break
21 st October	School re-opens
6 th November	Flu Immunisations
11 th & 12 th November	INSET: school closed to pupils
22 nd November	Flu Vaccine

Yours sincerely

Susat

Head Teacher



ASPIRATIONAL RESPECTFUL RESILIENT INCLUSIVE NURTURING