



16th August 2022

Dear Parent/Guardian/Carer

We are looking forward to welcoming back all of our children to school tomorrow and are very excited to see everyone.

A few reminders and updates:

Staffing

Miss Fiona Travers has taken up a new post in another Cluster and will not be returning to Berryhill. We wish her well in her new job. Mrs Margaret Munro will now be class teacher in Rm13 P6/7 until Mrs Stewart returns from Maternity Leave in the New Year. Miss Nicole Paterson will be our Probationer Teacher this year in Rm12 and Mrs Karen McGuinness will share with Miss Paterson.

First Day

P2-P7 should line up in their line from last year and last year's teacher will collect them and bring them to the gym hall where we will then organise them into their new class. New P1s have individual start times. This has been posted to you. If you need a reminder of this then please phone the school office.

Start Times/End Times/Entrances & Exits

The start and end times for each class are as follows, please keep as close to these times as possible and remember that our playgrounds are a parent free zone and adults should not enter. Please say goodbye to your child at the gate. At the start of the day, Class Teachers will collect children from the playground. At the end of the day, Class Teachers will walk the children to the appropriate gates to be dismissed safely. The Leadership Team will also be at each gate.

Rms 1, 2 & 3 8.55-2.55

Rms 7,8 & 9 9.00-3.00

Rms 11,12,13 & 14 9.05-3.05

Due to no longer needing to keep children in zones, the children can enter and exit from their chosen gate but must then walk around the school to their appropriate playground where they line up. Rms 1-9 use the front playground and Rms 11-14 use the back playground. E.g. if your child is in Rm7 and you live at the back of the school, they can enter the back gate and walk through the playground to the front. If your child is in Rm13 and you live at the front of the school, they can enter the front gate and walk round to the back playground. At home time any child from Rms1-9 who wishes to leave from the back gate will be brought around by a member of staff to be dismissed safely. Any child from Rms 11-14 who wishes to leave from the front gate will be walked around by their teacher and dismissed safely. Please make sure you discuss this with your child and they are aware of which gate they are being collected from.

Breakfast Club

Breakfast Club is available from 8.15. After eating their breakfast children will go out into their allocated yard to play or take part in quiet indoor activities. I must also remind you that there is **no supervision** in the yard until 8.45. This is something you should consider when opting to send your child to Breakfast Club. **It is also only children attending the Breakfast Club who can come at this time and be in the yard.** All other children should only arrive at their allocated start time.

Walking Bus

The walking Bus will start week beginning 29th August, following the same routes and times as last session. For more information on this please contact Mrs Clelland.

Attendance:

As you know attendance at school is extremely important if your child is to achieve their potential. If your child is going to be absent from school for a valid reason then you must phone the school office to inform us of this or message us through our school App or reply to the school text message. If no contact is made with the school then your child will be marked as an UNAUTHORISED ABSENCE. If your child's attendance falls below 95% then it is considered as CAUSE FOR CONCERN. You will then be part of our Attendance Monitoring procedures which could result in a referral to **the Children's Panel**. I am sure that this drastic action will not be needed. I urge you to ensure your child attends every day and in the event of genuine illness you contact the school ASAP.

Uniform

Children should wear full school uniform. On PE days, children are permitted to come to school dressed for PE. This must, however, be a school PE kit not fashion sportswear. Our PE kit is white or light blue polo shirt or t-shirt with school sweatshirt. Black or navy shorts, leggings or jogging bottoms. Can I remind you to ensure that ALL items of clothing are labelled with your child's name. We are very vigilant at ensuring that the children put their personal belongings away in the appropriate place, however children can be forgetful and things do get misplaced or lost. If you need support with sourcing school uniform including PE kit then please contact Mrs Mathieson.

Data Check

It is imperative that we have up to date contact details for all parents and carers. Please log on to the Parents Portal and check the current details we have for your child. Please then make any necessary changes to mobile numbers, email addresses, emergency contacts and any health information. This is the Portal where you will receive your child's Academic Reports throughout the year and it also the area where you would top up their lunch card if they are not a free school meal. If you need support creating a Parent Portal account or accessing an existing account, please contact the school office for support. There is also "how to" user guides and videos on our school App.

Parent Council:

We have a very active Parent Council in Berryhill and their support is invaluable to us. They will shortly be holding their AGM, which you are welcome to come along to and perhaps you may want to show an interest in joining our council. More information will follow shortly.

Communication

Almost ALL communication will be done through our school App. Please go to the appropriate App store for your device and download Piota Schools App, search for Berryhill Primary School and select. This is free and will hold ALL school information. We also communicate to you through our school twitter accounts. Please follow the school on @BerryhillPN and your child's own class account which is on the App. Our Website is currently being updated. A text messaging service is also used and this will go to the mobile of the main contact.

All of these procedures are continually under review as we respond to any changes from Public Health, Scot Gov and NLC.

I consider it both an honour and a privilege to be your Head Teacher and I am sure we are going to have a fantastic year.

Yours sincerely

Carrie Nicol

Head Teacher