

St. Charles' Primary School & ELCC
Rowan Street
Paisley
PA2 6RU

Tel: 0300 300 0181



Children's Services

Web site: www.st-charles.renfrewshire.sch.uk
E Mail: stcharlesenquires@renfrewshire.gov.uk
Head Teacher: Grace Hannigan
Director of Children's Services:
Cotton Street: 03003000170



Aug/Sept 26 Early Learning Childcare Class Newsletter

Dear Parents/ Carers,

We would like to extend a very warm welcome back to St Charles' ELCC following the summer holidays. We would like to offer a special welcome to our new children and their families who have recently become part of our school community. We are excited to begin the new school year together and look forward to supporting every child to achieve their full potential through a range of positive and engaging learning experiences.

We would like to extend a warm welcome back to St Charles' ELCC to Patricia Cullen (ELCC Graduate) who has returned from her temporary Acting Depute role and to Pauline McKernan (Early Learning Childcare Officer) who has joined our staff team. Sadly, we say goodbye to a few members of staff who have left us. A special thanks to Diane Marshall (Early Learning Childcare Officer) for her excellent care and dedication as she moves onto pastures new and Kathleen Ferguson who has retired from her post. We wish Kathleen a long and happy retirement and wish her well for the future. A special Congratulations to Julie McFarlane (Early Learning Childcare Officer) & William who gave birth to a beautiful baby girl Poppy.

Drop off and Pick Up arrangements for ELCC & School

Drop Off (ELCC)- All children should be dropped off in the Nursery each morning between **8.45am-9.00am for children aged 3 – 5 years and 9:00am for our 2 – 3-year children**. All children should be collected between 2:45am – 3:00pm. Parents are asked to collect their children and leave via the bottom gate as the playground can become very busy unless you are collecting children from the school where children are asked to remain with their parents. Safety for all children is paramount.

Bikes/scooters must be walked across the playground to ensure the safety of self & others.

Collection- Gates will be opened by janitor each day around 2.45pm. I respectfully ask that parents do not open the gates & enter before this time for the safety of our children. Each day P1 & P2 children will be dismissed in the playground at 2.55pm and all other classes will be escorted to the If, for any reason, a child is not collected at his/her usual meeting place he/she can return to the school gate and school staff will supervise until collected. We need to do our best to ease congestion. allow children to identify their parent/carer with greater ease & for staff to ensure they are collected safely.

The small changes we introduced last week have helped tremendously & we need to maintain these for the safety of our children.

I would ask that

- ☐ The path in front of stairs is kept clear. Please do not stand in this area as older children need to access the gate.
- ☐ Only one adult should come in to collect (P1 & P2) children at the end of each day from the playground as this would ease congestion considerably.
- ☐ Parents collecting from the ELCC must always keep children beside them. I understand it is tempting for children to wander off & explore but gates are open & when the space is congested, it is not safe for them to do so.

Please note- **NO DOGS ARE PERMITTED IN THE SCHOOL PLAYGROUND AT ANY TIME**- If a member of your extended family is collecting your child from school, please advise them of this. Thank you

Healthy Choices & Lunches

Following the Scottish Government 1140 hrs Expansion scheme, all children who attend our ELCC are entitled to a free school meal each day. The lunch menu varies with a three-week menu of various food choices. It is vitally important that you discuss food choices with your child to ensure the menu is suitable for your child's dietary requirements. Alternatively, please provide your child with a packed lunch from home, this will prevent your child being hungry if they don't eat the food provided. All packed lunches from home should be in a lunch box, with your child's name clearly written and should be taken home and washed daily. We now have several children across the Nursery & school who suffer from Nut allergies, which are very serious & could in fact prove fatal. Parents are asked not to allow their child to bring anything to Nursery that may contain nuts e.g. Kinder Bueno bars & Nutella.

The safety and well-being of all children can only be guaranteed if together we make St Charles' Primary School & ELCC a NUT FREE ZONE.

Snacks

Snack is provided daily free of charge funded by the Scottish Government. Each child is entitled to **milk/water** and **one piece of fruit only** each day. It is important that your child eats their breakfast prior to them attending ELCC each day as no other snack items will be provided. If your child requires additional food for medical or any other reason it is the responsibility of parent/carers to provide these each day. Please alert staff and provide them with additional information/ snacks for your child.

Voluntary Contributions

To allow your child to access a wide range of learning experiences within our ELCC, a voluntary contribution of £3 per week. If you have not already done so, please activate your child/children's Parent Pay account. The school office does not routinely handle cash. There may be an occasional school event where cash payments will be accepted but this will be the exception rather than normal practice. Please contact the school office on 0300 300 0181 if you need assistance. An app can be made via our cashless Parent Pay app.

Administration of Medication during the nursery day

It is accepted that some pupils may need to take medication (or be given it) during the nursery day at some time in their nursery life. Often this need will be for a very short period for some pupils or it may be longer.

Medication should however only be taken to nursery when absolutely essential.

Please note the following points-

- Medication will only be given by staff on completion of a Parental Permission Form (speak to a member of staff)
- Nursery staff will not administer non-prescribed medication to pupils (e.g. over the counter medicine such as, CALPOL, Nurofen etc.)
- **All medications must have a pharmacy label.**

Children requiring antibiotics should either remain at home when the illness is acute or, when attending school, dosage arrangements should be worked out to allow the antibiotic to be taken before and after nursery wherever possible.

Children with asthma - Parents must ensure their child brings an inhaler to Nursery. This will be stored in a medical cabinet and will be administered if and when required by staff.

Personal belongings & Outdoor Learning

Children are experiencing both indoor & outdoors learning opportunities each day in nursery. We would ask that all children come to Nursery wearing comfortable/suitable clothing, as well as, a change of clothing in the event of an accident. We have a selection of outdoor jackets and waterproofs for children to wear. It is essential that all clothing & footwear have your child's name clearly marked on them so they can be identified. If you have any spare clothing that your child no longer needs and would like to donate this to the ELCC, this would be greatly appreciated, especially socks and underwear.

Personal Care

All nappies, pull ups', nappy sacks and wet wipes **MUST** be provided by parents and sent in with your child each day. A change of clothing is essential especially children who are following a toilet training programme.

Information Updates - Communication

Information bulletins are issued at the beginning of each month & also posted on the school website www.st-charles.renfrewshire.sch.uk where you will find more information on many aspects of school life. Information on the website is currently being updated & should be completed by mid-September. It is crucial that pupil contact details are kept up to date as important information is now routinely sent by text to the **main parent/carer** mobile number you have provided for your child. Often letters and other information are sent via text link. The automated service can only send texts to **one number** so if your child has shared care arrangements across two households it is very important this information is passed on by recipient.

Carparking: Adults collecting children may not park in the school carpark or arrange for taxis to collect in the school carpark. Only taxis contracted by Renfrewshire Council are permitted to do so.



To keep all children safe please do not park opposite the entrance gates (School or Nursery). Please remind your child to take care when crossing roads and walking through residential areas, especially if unaccompanied by an adult, as we must always respect the homes & gardens of our neighbours.

Parent/Child cookery club

We are delighted that our Cookery Club is continuing this school year. The new sessions will begin after the September weekend holiday lead by Debbie. These sessions will run for 3 weeks and will take place in the school towards the end of the school day. Invitations will be sent to the families in due course.

Forest Kindergarten

Forest Kindergarten sessions have started for our pre-school children. These sessions will run for 6 weeks involving outdoor learning within our local community. More information to follow.

Gardening

The children are continuing to develop their nursery garden and the school by planting flowers and food. Our pre- school children are working alongside P6 children from Aug – Dec. Donations of seeds and cuttings will be greatly accepted.

Halloween Book bug session

All parents/carers are invited to our first Book bug session on Friday 30th October 2025. Children and adults can dress up in a costume of their choice and hear a spooky story.

Dolly Parton Imagination Library Celebration

To help celebrate the life of Dolly Parton our former patron of Dolly Parton Imagination Library, Renfrewshire Council are holding celebrations across all Early Years establishments before the September weekend. St Charles' ELCC will be having a Dolly event on Wednesday 23rd September where parents/carers are invited. More information to follow.

Family Reading session

We are delighted to inform you that our family reading sessions have begun. These will take place each week. Staff will invite a different parent into the nursery to read to the children. This is a great multi-cultural opportunity for the children to experience stories being read in other languages.

Parent Hub

Do you have spare time and would like to find out what is happening in the school & ELCC?

The Parent Hub are involved in various fundraising events & activities every school year. They are used as a consultative body to represent the views of the wider parent population. The group hold regular meetings each year & all parents are welcome to attend any or all meetings. The next meeting will be held in the school on Wednesday 9th September 6.30pm, which is the annual general meeting. Please consider coming along to the meeting, you will be made to feel most welcome. Geri Taylor is currently the Chairperson of the Parent Hub.

Kind regards

Pauline Kelly
Depute Head Teacher

Date	Event	Target Group
Wed 9 th September	Parent Hub – 6:30pm	All welcome
Wed 23 rd September	Dolly Parton Imagination Library event – more info to follow	All welcome
Fri 25 th - Mon 28 th September	HOLIDAY – SCHOOL CLOSED	All pupils
Tue 30 th September	McMillan Coffee Morning – more info to follow	Ticket event
Wed 7 th October	Parent Hub meeting	All welcome
Mon 12 th – Fri 16 th October	OCTOBER WEEK HOLIDAY	All pupils
Mon 19 th Oct	In- service day – SCHOOL/ELCC CLOSED	All pupils
Tue 20 th October	School re-opens	All pupils
Fri 30 th October	Halloween Book bug session	All welcome

