

# Kirkton Primary School

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Welcome to the August 2020 edition of our newsletter and a warm welcome back. We are all delighted to be back together again after such a long time.

The beginning of the year is always a time of change for children and staff alike as we settle back into the existing and new routines of the year. If you have any concerns about your child or if there is anything you would like to discuss with us, please do not hesitate to contact us and we will do everything we can to help and support.

There have been a lot of necessary changes to the school to ensure the wellbeing of all the children and staff. We hope you have found the information which has been sent out to date helpful and it has made the return to school easier.

We will continue to review and update our procedures and risk assessments and will keep you informed of any changes.

Thank you for your continued support and partnership.

Lynne Brennan, Head Teacher

## **Safe Re-opening of School and Nursery**

In line with Scottish Government and South Lanarkshire Council's guidelines on the safe re-opening of schools in August 2020, a number of safety measures and arrangements are in place. Full details of these are available on our School Website.

It is important that parents/carers adhere to the guidance at the start and end of the school day:

- **The playground gates will open at 8.45am and again at 2.50pm. Please time your arrival at school to avoid congregating outside the school.**
- **Pupils can enter the school from 8.55am – please note this includes wet mornings**
- **Please remember to be following the advice of the Scottish Government by maintaining a physical distance of 2m when dropping off and collecting children. We have painted white stars and footprints to help you. We have also painted blue triangles in the area closest to the grit bin outside the main entrance, this is for P1 parents only at this time, in order to ensure our pupils can see their parents easily.**

- **When you collect your child at 3pm, please proceed immediately to the exit gate.**
- **Only one adult is permitted per family.**
- **Anyone with symptoms of COVID-19 must not come to the school.**

If your child develops any of the recognised symptoms of COVID-19, they must not attend school and you should arrange to have a test via NHSInform.

The symptoms are:

- **a fever or high temperature**
- **a new, continuous cough**
- **a loss or change to sense of smell or taste.**

In line with Scottish Government and South Lanarkshire Council Guidance, meetings will be held via telephone or video conferencing. To minimise visitors, parents/carers are not allowed to visit the school without an appointment. Please telephone or email the school office if you want to speak to a member of staff.

We appreciate your understanding in keeping the school as safe as possible.

### **Playtime & Lunchtime Arrangements**

Our playtime and lunchtime arrangements have changed slightly in order to ensure we can follow the most recent advice and keep children (as much as possible) in their class bubbles.

#### **Playtimes**

Primary 5 – Primary 7 pupils will have their break from 10.15am until 10.30am with Primary 1 – Primary 4 pupils having theirs from 10.35am – 10.50am

#### **Lunchtimes**

Primary 5 – Primary 7 pupils will begin lunch at 12 noon in the canteen. They will stay in the canteen until 12.25pm when they will go to play in their allocated zone. At 12.45pm, teachers will join their classes for outdoor learning.

Primary 1 – Primary 4 pupils will begin their lunch at 12 noon in the playground. Teachers will accompany them until 12.15pm for outdoor learning. At 12.30pm, pupils will line up at the back entrance and be escorted into the canteen. They will be collected from the by their class teachers.

All tables and chairs will be cleaned between sittings and all children will wash their hands before leaving their class and sanitise before entering and when leaving the cafeteria.

### **Staffing Update**

This year, we welcome Miss Jones teaching in Primary 7 and Mrs McInnes who is in Primary 6 on a Monday and Tuesday. We also welcome Miss Osborne who will be

teaching in P3 Tuesdays to Fridays. Mrs McKenna will be in Primary 3 each Monday. Mrs Lindsay is currently absent and her hours are being covered by Mrs McGlone.

### **Water Bottles**

All pupils are encouraged to bring a water bottle to school and can access this during class time. A bottle with sports cap is preferred. Please note, bottles should be taken home each night for cleaning and filled at home each morning with plain water only – due to current restrictions water bottles cannot be refilled during the day.

**No** fruit or flavoured water is permitted to be drunk in class. This can be drunk at playtime and lunchtime if required.

### **Clothing & Personal Items**

We would remind you to write your child/ren's name on all clothing and personal items including lunch boxes. This enables us to return any items to the appropriate children with ease.

### **School Dinner Money – ParentPay**

We would ask that parents check their child's ParentPay account regularly, to ensure that your child has enough funds to cover their lunch options and milk if required. Milk needs to be ordered by 9.30am and can be collected at lunchtime

If you have forgotten your login details, please contact the office on 01555 772466 and we will be able to help you.

### **Staff Car Park**

Please remember that our car park is extremely busy in the mornings and at the end of the day. Parents are only permitted to drop off/pick up children in the designated areas, cars should not be parking in the staff/visitors area. Please ensure you only drop off/pick up at the left-hand side of the car park, leaving the disabled bays free for Blue Badge Holders.

We continue to have a number of cars sitting idling (please remember this is not permitted and you may be subject to a fine from Police Scotland).

We ask that parents DO NOT park on the yellow lines in the car park.

Your children's safety is our number one priority.

## **Important Allergy Information**

Some members of our school community have severe allergies to some food items, therefore pupils, staff and visitors must **not** bring to school items which contain:

- peanuts or products which may contain peanuts
- tree nuts – such as walnuts, brazil nuts, almonds and hazelnuts etc.

**Please note that this includes chocolate spreads, Nutella products and Bueno and any items which 'may contain nuts or nut-traces'.**

### **Indoor Shoes**

Children are required to change into suitable indoor footwear at school. When they no longer fit or are 'past their best' they will be sent home to let parents know they need to be replaced.

We still have some indoor shoes which were left prior to lockdown, we will leave them at the front entrance each night from Tuesday for collection. Shoes not collected by Friday, will be disposed of.

### **PE Arrangements**

All children must receive 2 hours of PE each week. Current guidance states that this must take place outside, therefore pupils can come to school in their PE kit (shorts or tracksuit bottoms/ leggings, school polo-shirt, & trainers) on PE days, please ensure your child is dressed for the weather of the day, including a jacket where appropriate.

Please note we will be outside in all weathers – pupils may wish to bring in a change of clothes in case of wet weather - pupils will only be permitted to change in the classroom. Please remember no jewellery to be worn on PE days, including earrings, watches etc.)

Primary 1	Tuesday (pm)	Wednesday (pm)
Primary 2	Wednesday (pm)	Thursday (pm)
Primary 3	Monday (pm)	Thursday (pm)
Primary 4	Tuesday (pm)	Thursday (pm)
Primary 5	Tuesday (pm)	Thursday (pm)
Primary 5/6	Monday (pm)	Friday (pm)
Primary 6	Monday (pm)	Wednesday (pm)
Primary 7	Monday (pm)	Wednesday (pm)

## **Clothing**

Please ensure your child comes to school with waterproof shoes, jacket ready for the weather forecast of the day.

In line with guidelines from the Scottish Government and South Lanarkshire Council, we will be outside as much as possible, therefore pupils should come to school dressed for the weather forecast of the day. Pupils are welcome to leave wellies etc. in the school if this is helpful.

We are also increasing the ventilation within the school and classrooms, therefore pupils may wish to keep a cardigan or jumper in their bags.

## **Mobile Telephones**

Pupils are discouraged from bringing their mobile devices to school. However, if they require them for after school, they must remain switched off and in their school bags at all times (this includes in the playground at the start and end of the day). Children are not permitted to bring any other personal electronic devices to school – please note this includes smart watches with camera capability.

## **Money Matters**

### ***Information from Money Matters on how they can support families.***

We offer free, confidential and impartial advice - we can help check your benefit entitlement, assist with the claims process, challenge decisions and represent you at Social Security appeal tribunals.

For debt issues we look at your financial circumstances, contact creditors, discuss options and give budgeting advice; Contact number: 0303 123 1008

Our Telephone Advice Line offers a similar service specifically aimed at pregnant women and families with young children; Contact number: 01698 453154.

Alternatively, please speak to Mrs Brennan who can assist you with the claims process.

## **Animals in school**

To ensure the safety of all members of the school community, only assistance dogs are permitted within the school grounds, including the car park area. This includes the carrying of puppies/small dogs.

We have also had incidences of the local community using our car park area as a dog walking area and as a result there have been evidence of dog fouling. We need your help to discourage the local community from using our school grounds for this purpose.

## **No Smoking**

In line with SLC policy, smoking and vaping are not permitted within the school building and grounds.

## **Cycling to School**

All our children are encouraged to walk, cycle or scooter to school as much as possible. As well as the obvious health benefits, it helps reduce traffic around our school.

If cycling or scooting, we recommend children wear a suitable helmet and reflective clothing. They must dismount their bike/scooter at the entrance to the school grounds and push their bike/scooter, via the gate adjacent to the MUGA, to the bike rack located in the playground. We recommend the use of a chain or bike lock to secure bikes/scooters within the rack.

The school cannot accept responsibility for any loss or damage to bikes/scooters etc. whilst on school property. Electric scooters and hover boards etc. are not permitted.

## **Medical Information**

Please inform office staff of any medical condition which may affect your child in school. If your child requires prescribed medication during the school day, please discuss this with a member of staff within the office.

***Children are not permitted to have any medication in school without the completion of a Medical Administration Form. Medicines should not be sent to school with individual pupils.***

## **Sickness and Diarrhoea**

Children experiencing sickness and/or diarrhoea symptoms should not return to school for at least 48 hours following the last period of sickness/diarrhoea.

## **Annual Data Checks**

All annual data check forms have been sent home. Please check that the contact details and emergency contact details are correct and up-to-date. All forms must be **signed and returned**, with any changes recorded on them. It is important that the school holds the most up to date information for children in case of emergency. This includes email addresses.

We will be using email and our app much more to minimise the amount of letters being handled. All letters will be quarantined for 72 hours when coming into school, therefore it would be helpful for email communication to be used where possible.

To assist us with the quarantine arrangements, please return completed data forms in the envelopes they were sent home in.

## **Flu Vaccination Programme**

Children in Primary 1 to Primary 7 are being offered the seasonal Flu Immunisation. Information and consent forms from the NHS have been distributed and should be returned to school as soon as possible.

More information can be found at <https://www.nhsinform.scot/healthy-living/immunisation/vaccines/child-flu-vaccine#primary-school-children>

You can download an information leaflet here

<http://www.healthscotland.com/uploads/documents/23735-Child%20flu%20vaccine%20primary%20school%20Leaflet-July2018-English.pdf>

## **Communication**

Our main method of communication will be the School App, which can be accessed via your app store and downloading 'School App for Parents' and searching for Kirkton Primary School.

Text messages and emails will continue to be used to inform parents/carers of important information and emergencies. Please inform the office if your email address or mobile phone number changes. Please note the text message system only allows messages to go to the first contact. Emails will routinely be sent to the main contact but if another parent would like to be added to the distribution list, please inform the school office via email detailing your name, email address, child's name and your relationship to the child.

Class teachers will be using twitter regularly to share the learning taking place in class and to share the successes of their class.

We will aim to keep you as informed as possible via our app, twitter and email. We aim to publish a weekly 'notice board' with important information and this will supersede our monthly newsletters ensuring information is being sent out in a more timely manner.

## **Homework**

As we reintroduce our core curriculum over the coming days, teachers will begin to issue some homework activities. Reading books and home spelling will begin to be distributed this week. Any books distributed to pupils will have been quarantined for 72 hours. Your child should continue to bring their book into school each day for use in class, it will not be used by any other children. When your child is finished with it, it will be stored for 72 hours before being used by the next group/class.

Any spelling homework completed this week, should not be returned to school. We will be reintroducing Google Classroom for homework in the near future.

## **Homework Diaries**

Normally we distribute Homework Diaries at the beginning of each year and encourage this as a method of sending a quick note to teachers. However, due to the need for paper items sent into school to be quarantined for 72 hours before being handled, these would be impractical.

If you would like to pass a message to a class teacher either call the office on 01555 772466 and your message will be passed to the class teacher or email the office on [gw14kirktonpsoffice@glow.sch.uk](mailto:gw14kirktonpsoffice@glow.sch.uk) and your email will be forwarded to the appropriate member of the team.

Please do not email individual members of staff directly. The use of a central email account allows your emails to be answered quickly and by the most appropriate member of the team.

**Thank you for your continued support and co-operation.**