



**Education Resources**  
Executive Director **Tony McDaid**  
**Liz Coomber, Head Teacher**  
**Victoria Park School**

**Our ref:**

**Your ref:**

**If calling ask for:** Liz Coomber

**Phone:** 01555 750591

**Date:** 25<sup>th</sup> August 2021

Dear Parents and Carers

Welcome back to all our children and families. It is nice to see some of the sunnier weather we enjoyed over the holiday return to shine on the new term. Children have returned happy to be back with their friends and ready for the busy new term ahead.

Here are a few gentle reminders for the new session. Do not hesitate to contact me on the number above if you have any questions relating to this letter or any other issue.

- **Reporting Children's Absence from School**

In line with council policy can I please draw to your attention our procedures for notifying us if your child is going to be absent from school. Please notify the school as early as possible on the first day of their child's absence from school. We have a responsibility to log all absences within one hour of the beginning of the school day. There will be someone in the office to take your call from 8.30am. If the line is busy please leave a message and we will call back.

There will sometimes be occasions where you cannot make contact first thing and we are required then to make contact with you. Also in the event of your child being unwell in school or if there is any other reason to make contact it is very important that we have a number which we can contact you on through the school day and that you keep school informed of any changes to your contact details, including mobile, landline and emergency contact details.

- **Ready for any weather**

As we all know our weather can be very changeable. Can I ask that children have their own sun screen and a sun hat in their bag on sunny days and outdoor clothing suitable for playtime should it be cooler or a bit damp, we hope to get children out to play in all sorts of weather.

Market Road, Carluke, ML8 4BE Phone: 01555 750591 Fax: 01555 773978  
Email: gw14vicparkoffice@glow.sch.uk



**INVESTORS  
IN PEOPLE**



**Healthy  
Working  
Lives**

- **Snacks**

Can parents and carers please provide a healthy snack if you would like your child to have something to eat mid- morning. As a Health Promoting School we discourage chocolate snacks and there should be no fizzy drinks in school. Yoghurts, cereal bars and fruit or a small sandwich are good options.

- **Wipes/Personal Care and Presentation**

Parents and carers are asked to please provide wipes for children who are requiring support with their personal care through the school day. Thank you to all parents who send in wipes as a matter of course. This is just a reminder and advice for new parents that class staff will need wipes for individual children and requests for new supplies will be sent through the home school diary. Children's wipes are kept in their school bags for their own personal use.

Please look out for more information about the learning taking place in your child's class through the newsletter on our website. As well as online access to the newsletter look out for regular advice for parents. We use our website to post links ranging from advice from South Lanarkshire Council to advice that parents send in about inclusive events or outside agencies resources that we feel may be of interest to all parents. The website can be accessed by putting "Victoria Park School Carluke" into your search engine.

So if you know about clubs or resources that other parents might find of interest then let me know through the office email or a note in your child's diary.

Once again I am very much looking forward to working with you.

Yours sincerely



**Liz Coomber**

**Head Teacher**