



16 June 2020

Dear Parent/Carer

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<https://blogs.glowscotland.org.uk/wl/Kirkhill/>

Annual Pupil Reports - Collection

The school playground will be open on Wednesday 24 June to allow parents/carers to collect their child's annual report.

In order to adhere to current health and safety guidance, there will be set times for you to collect reports and a one way system will be in operation. Reports can be collected at the middle area (Beattlie) doors. Parents and carers should approach from the Infant Area, collect reports at the door and exit by the main gate. Reports will only be given to the parent or carer of the child. For GDPR reasons we are unable to hand them out to someone else to bring home to you.

Social distancing measures should be maintained, please observe guidelines to keep everyone safe.

We will group reports of those who have siblings and distribute with the oldest child's report. If your child has medication in school this can be collected at the same time. Refunds for cancelled residentials, class trips and clubs will also be enclosed in your child's envelope.

Reports for Nursery pupils will be given during their transition visit on Thursday 18 June and P7 pupils will have their reports distributed on Thursday 25 June at their Leavers Assembly.

Wednesday 24 June	Year Group
9.45am to 10.30am	Primary 6
	Primary 5
10.45am to 11.30am	Primary 4
	Primary 3
1.15pm to 2.00pm	Primary 2
	Primary 1

Any reports not collected will be posted to home addresses and those parents and carers who normally receive reports by post will still receive them this way.

We look forward to seeing you soon.

Yours sincerely

Kirsty McLaren
Head Teacher