



Ready, Respectful, Responsible, Safe

14th August 2020

Dear parent / carer,

I am overwhelmed with the support and patience you have shown during our first week back, considering the number of changes which have been implemented to ensure the safety of everyone in school. Children have returned full of excitement and there is a lively buzz around the whole school. The school newsletter will be sent out to you next week. Until then, here are a few items for your information.

Staffing

Mrs Murray, Mrs Naismith and Mrs Muir are now the contacts in the school office.

Milk

Milk will be available from Tuesday 18th August. Milk which was paid for in term 4 will be transferred to this term. We are currently setting up I pay for our new P1's and information will follow on how to access this. We fully encourage all parents to use I pay as a much easier means of paying for lunches, milk etc. If you are having any problems using I pay please e mail us.

P1 plans for week beginning 17th August

As shared previously, a review of drop off for P1 has been discussed with teachers. From 17th August P1 parents should drop children off at the top gate and they will be met by an adult in the school playground then taken to class.

Pick up will remain the same at Windyknowe Park. Each Primary 1 class will continue to stand at the three trees facing the play park to allow for parents to socially distance when they are picking children up.

Medication

Please advise us if your child takes any medication eg inhalers, as you will need to complete medical forms before this can be administered. Send an e mail and someone will arrange for the forms to be sent home with your child for completion.

Messages

We understand that children sometimes forget changes to arrangements for pick up after school or their belongings for school. It would be really helpful if you could pop a little note into their bag for the teacher if there are any changes.

Pupil Absence

Please contact the school if your child is going to be absent by 9.30am on their first day of absence. A Groupcall message will be sent out to parents if any child is not in school by this time and we have not heard from you.

School Pick Up

Please clearly share with your child their arrangements for pick up at the end of each day. Children in P1-P3 will continue to be picked up at the park. Children in P4-P7 will be picked up from the school gates or turning circle. Older children could be asked to walk to the park to meet you if you are picking a younger sibling up from there.

Covid 19

With the return of our pupils and staff to school, we have put procedures in to place that support all members of the school community if anyone displays symptoms of Covid 19.

A reminder that the symptoms are:

- High temperature or fever
- A new continuous cough
- A loss of, or change in sense of smell or taste

If a pupil displays symptoms, we will contact you to collect your child (please ensure that we have your most up to date contact details). The pupil should, if possible, wear a face covering en route and avoid public transport.

You will be asked to follow Test and Protect and we will provide you with a copy of the Test and Protect Leaflet and Step by Step Guide when your child is collected.

Information on the groups of children within the school, and on school transport, and the adults that each group of children come in to contact with will be collected. This is to fulfil legal responsibilities for public health and will allow Test and Protect to contact appropriate people in the event of a positive test result.

Communication with school

We are still not receiving phone calls due to a fault on the line which has been reported. However, you can leave a message and someone will get back to you. Alternatively, send an e mail to school.

Yours sincerely
Mrs Rita Angus
Head teacher