



First Class

Issue No. 29 August 2016

Honesty Respect Happiness Achievement



Welcome back to Session 2016-2017!

We are looking forward to welcoming our pupils back to school tomorrow along with our new starts. We have a busy year ahead with many exciting changes and challenges which we are confident that our school community are ready to embrace!

Staffing

As always, the new term starts with some fresh faces around the school. The classes for this session are as follows:

P1A	Mrs Nicola Milne/Mrs Karina Atwell
P1D	Miss Louise Dalgarno
P1G	Miss Becky Gibb
P2G	Mrs Jackie Gibb
P2L	Miss Laura Grant
P2M	Mrs Emma Martin
P3M	Mrs Agnes Morrison
P3S	Miss Rachel Singer
P4A	Mrs Sarah Andrew
P4G	Mrs Fiona McLaren/Mrs Joanna Garden
P5/4M	Miss Maryann Morrison/Mrs Jen Templeton
P5M	Miss Cara Morrison
P6/5A	Miss Francesca Adair
P6H	Miss Kerry Hay
P7/6P	Miss Ashley Pollard
P7T	Miss Jen Tocher

Who's Who in the Office?

There have been a few changes to our Office Staff over the past few months, here is a reminder of who's who...



Mrs Karen Masson
School Administrator
Mon, Tue, Wed



Mrs Teresa Kaczmarek
School Administrator
Thurs & Fri



Mrs Fiona MacDonald
Admin Support Assistant
Every Morning

Arriving at School

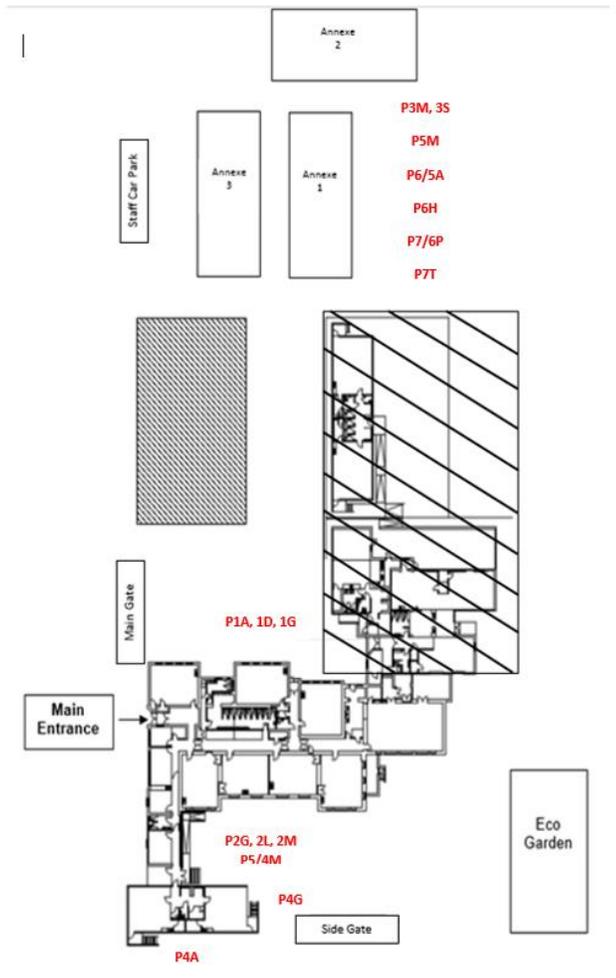
Children should arrive on the school premises at around 8.50am. Any earlier may cause them to become cold or wet in the winter months. Although the children are not technically supervised in the mornings by school staff, we often have a number of 'helpers' in Hi-Viz vests to assist us. If you would like to volunteer for this please email Ruth Stannard.

When the weather is bad staff will open their doors at 8.50am to ensure the children are not kept waiting in the rain.

The Primary 1 pupils all have their own timetable to follow during their first two weeks and many children will be going to new classrooms and teachers. We appreciate that this can be an apprehensive time for all involved so we will continue to have an SMT presence at the main gate every morning.

Please ensure your child arrives at school on time. All 'lates' are recorded and put extra pressure on the office staff at a busy time in the morning. Your child being late also impacts on the administration aspect of school lunches first thing in the morning. Most importantly, the learning starts at the beginning of the day and it's important that children do not interrupt this crucial time. In some cases, classes will make their way across to the games field or be going outside at this time.

The following map of the school will tell you where your child should line up in the morning:



Please note there should be no parents in the playgrounds in the mornings. (Except P1 parents during first two weeks)

End of the Day

At 3.15pm the playground and surrounding areas are very busy. To ensure the safety of all children, please consider the following points:

The Car Park is strictly for staff and disabled access only. Children should never enter or leave the school through the emergency services gate. There should be no parking in front of the gates under any circumstances as access is required in the event of an emergency.

Please ensure your child knows the arrangements for after school and remind them to use the crossing as the main road is very busy.

In the event that your child becomes lost, it's a good idea to have a meeting place. During the 1st week back we will reinforce the message that should children be lost, unsure or feel unsafe on the way home then they should report directly to the school office.

Classes will be dismissed from the following places:

- P1s** Top Playground (as on Step-Up Days)
- P2s** Same door as morning entry
- P3s** Side door (along from main gate)
- P4s** Classroom fire exits
- P5/4** Same door as morning entry
- P5M** Side door (along from main gate)
- P6/5** From annexe 1
- P6** From annexe 1
- P7/6** From annexe 2
- P7** From annexe 2

Obviously, if you have children in two different areas of the school we would advise you to pick up younger children first.

Lunch hour

P1	12:00 – 12:55
P2 and P3	12:10 – 13:05
P4 – P7	12:30 – 13:25

If your child is going home for lunch, please collect them from the door they would normally leave from. Please return your child to school on time. If they will not be returning to school after lunch (due to illness etc.) please inform the office.



Meet the Teacher

There will be a 'Meet the Teacher' evening on Thursday 1st September. This will be an opportunity for you to talk to your child's class teacher in an informal setting and allow you to see the learning environment.

Uniform/Stationery

Where possible children should wear their school uniform. We are raising the profile and standards of the school and hope that creating a strong identity for the children helps them to



take pride in their school community. Further information on uniform can be found in the handbook.

Now that we are a 400+ school, we are experiencing a huge volume of lost property. All uniform items, jackets and lunch boxes should be named.

Please ensure your child has the following items for school:

- Stationery – pencils, sharpener, rubber, ruler, glue stick (not Primary 1)
- PE kit – shorts, t-shirt, gym shoes, socks, (jogger & jumper recommended for outdoor PE).
- Water Bottle
- **Waterproof Jacket**

Who to contact?

In the event that you have a question or concern, you should contact your child's class teacher in the first instance. They are the people who know your child best in school and will be able to resolve most issues which arise.



If you feel that your concern has still not been resolved then you should contact the appropriate Depute Head Teacher; Mrs Ruth Stannard P1-3 or Miss Katie Finch P4-7.

We work very closely as a management team and all issues which arise within school are shared with Mrs Farquhar, the Head Teacher. If you feel you require to meet with her, please make an appointment via the office.

As always if there is anything we can help you with, please do not hesitate to contact us.

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