



Education Resources
Executive Director **Tony McDaid**
Head Teacher **Linda Callender**
David Livingstone Memorial Primary School

Our ref: LC
Your ref:
If calling ask for: Linda Callender
Phone: 01698 823680
Date: 28th August 2020

Dear Parent/Carer

School Start and Finishing Times

Thank you for your patience and understanding with our staggered starts and finishing times. These have successfully helped to reduce congestion at our school gates, and, most importantly, have helped us to ensure that we keep all of our children and staff safe. Following a few suggestions raised via the Parent Council, we have looked at alternative ways of managing our start and finishing times, but we believe that our current system is the best way for us to manage our large pupil numbers and the availability of staff to supervise the safe entry/exit of 10 classes, as well as our nursery (approximately 280 children). One of our community police officers also visited the school first thing this morning and was very complimentary about the procedures that we had put in place, saying that he felt that everything was being managed in a calm and controlled manner. I know that some parents/carers have identified an agreed meeting point outwith the school gates for their child and this has been successful in not only helping to reduce the number of adults waiting at the start/end of the day, but it also allowed their child to develop increased independence and responsibility for themselves.

P2 children

Now that our P1/2 children have become used to routines, we would like to ask our P2 parents/carers to walk their child round to their classroom door and then go, rather than waiting for the class teacher to appear. A member of school staff will support the children to line up so that they are ready to enter the classroom as soon as it is their allocated start time. Only P1 children should continue to wait with their parent/carers.

At present, P1 and P2 parents/carers can still come into the playground to collect their child at the end of the school day. However, please remember to adhere to the 2m physical distancing guidelines and refrain from gathering in groups. Please also remember that if you wish to speak to your child's teacher, this should be done by emailing or telephoning the school office and not via a conversation at the classroom door in order to keep everyone safe.

As always, we will continue to assess and review our procedures in the weeks and months that follow and we will make changes if we feel that they are necessary and improve our existing practice.

Thanking you in advance for your co-operation.

Yours sincerely

Linda Callender
Head Teacher

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