



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: 18th August 2022

Dear Parent/Carer

It is lovely to welcome the children back at the start of a new session. They all look so smart in their school uniform. I would also like to take this opportunity to welcome all of our new children to the school/nursery and I hope that they will feel very happy at DLMPS and Nursery Class.

Classes

Our classes for this session shall be as follows:

P1	Miss Brown
P1/2	Miss Marshall
P2	Mrs Young (Mon – Wed) and Mrs Bannatyne (Thurs & Fri)
P3	Mrs Jeffrey
P3/4	Mrs Stevenson
P4	Mrs Sorbie (Mon – Wed) and Mrs Fraser (Thurs & Fri)*
P5	Miss Feeney (Mon & Tues am) and Miss McArthur (Tues pm – Fri)
P5/6	Miss Jack
P6	Mrs Sommerville
P7	Mr Burns
Non-Class Contact Time	Miss Feeney, Mr Lindsay and Miss Lattimer**
Principal Teacher	Miss Lattimer (Mon – Wed)
Principal Teacher	Mrs Crawford (Thurs & Fri)
Depute Head Teacher	Mrs McGeehan (Mon – Wed)
Depute Head Teacher	Miss Lattimer (Thurs & Fri)
Head Teacher	Mrs Callender

*Mrs Sorbie is being replaced by Miss Macdonald at present.

**As part of their contractual agreement, all class teachers are also entitled to 2.5 hours non-class contact time each week, with this being pro rata for part-time staff. This time will be covered by either Miss Feeney, Mr Lindsay or Miss Lattimer, depending on your child's class.

Should you wish to speak to your child's class teacher, please email our school office so that an appointment can be made (gw14dlmpsoffice@glow.sch.uk).

Morven Avenue, Blantyre, G72 9JY Phone: 01698 823680 Fax: 01698 712830
Email: gw14dlmpsoffice@glow.sch.uk



INVESTORS
IN PEOPLE



Healthy
Working
Lives

Staffing Changes

On a happy note, Miss Campbell (our P3/4 teacher) got married over the summer holidays and will now be known as Mrs Stevenson. We also welcome back Mrs McGeehan (0.6 Depute Head Teacher) after her maternity leave, and extend a warm DLMPs welcome to new teaching staff who have been allocated to our school: Mrs Fraser, Miss McArthur, Miss Jack and Mr Lindsay

This session, we have employed a Youth, Family and Community Learning Service PEF Officer 1.5 days a week using some of the money that we have received from the Scottish Government's Pupil Equity Fund (PEF). This lady's name is Caroline Stewart and she will be working with the school to support families with a wide range of initiatives. Further information about these will be sent home in due course.

Starting and Finishing Times

School starts at 8.55am for all classes. All children should enter the school via the main gate at the front of the school from 8.45am. This week (**week beginning 15th August**), only P1 and P2 parents/carers are allowed to enter the playground. Starting on **Monday, 22nd August**, only P1 parents/carers will be allowed in the playground to drop off and collect their child (one adult per child please). At the end of the day, all other classes will be escorted to the main gate by their class teacher and will be dismissed from there. Please ensure that your child knows who is collecting them from school each day or if they are walking home themselves. If someone is expected to collect your child and no one arrives, we will ask them to wait at the school office whilst we phone home.

Nursery children should enter via the nursery entrance at the side of the school. Families will be met at the main door by a member of staff who will find out what your child would like for lunch and check arrangements for pick-up at the end of the day.

Attendance at School

Attendance at school is vitally important for a successful education and we are required by law to record all absences and late-comings. If your child is unable to attend school, parents/carers are asked to:

- Notify the school by phone or email first thing in the morning (before 9.15am), giving the reason for your child's absence
- Keep us informed of an ongoing absence, as well as the anticipated return date for your child.

Should we not receive any information from you regarding your child's absence we will try to phone you. It is, therefore, important that you keep us informed about any changes to your home telephone number, your mobile number and your emergency contact details. If we become concerned about your child's level of attendance and/or punctuality, we will arrange a meeting with parents/carers to discuss our concerns and offer support to help resolve this.

Should your child need to attend an appointment during the school day, please email or phone staff in our school office to let them know.

All children who arrive late for school should enter the school via the main entrance. Their time of arrival will be recorded by our office staff and their lunch order will be also be taken. A lot of important information is given out at the start of each day and it is important that you endeavour to ensure that your child is on time, except in exceptional circumstances.

Medication in School

If your child needs to take prescribed medication either on a regular basis or for a short time, please contact the school office as you are required to sign a medical consent form. Please note that this rule also applies to the use of inhalers. It is the parent/carer's responsibility to ensure that all medication is within date. In case of an adverse reaction, schools and nurseries are also only allowed to administer medication that has already been taken at home first. All medicines are required to have a prescription label attached showing your child's name, the recommended dosage and when this was prescribed.

Indoor Shoes

In order to keep the carpets in our school clean, all children are asked to change into a pair of soft shoes that they can wear in the classroom. These shoes should also be appropriate for them to engage in physical activity in the gym hall. Please let us know if you require support to provide a change of shoes for your child as we do have a small supply in school.

If your child cannot tie his/her own laces, please ensure that they have either slip on or Velcro-fastening shoes instead. It would also be helpful if you could write your child's name or initials inside their shoes so that they are easily identifiable. Thank you.

PE Days

The Scottish Government expects all children to receive a minimum of 2 hours of Physical Education (PE) every week. All children must participate in these activities since PE is part of the national curriculum.

PE may take place indoors or outdoors. Children should come dressed in appropriate **casual school uniform** on their allocated days. **This includes trainers, jogging trousers/leggings, a school/plain polo shirt, as well as a waterproof jacket as some of our PE will be done outside.** Please remember that, in line with South Lanarkshire Council policy, no football colours can be worn. Crop tops are also inappropriate for wearing to school.

If, for any reason, your child is unable to take part in PE, a letter should be sent to his/her class teacher explaining the circumstances and consideration will be given for excusing your child. We also request that children do not wear jewellery, including earrings, to school on PE days as all of this has to be removed before the start of a lesson. In the interests of safety, false nail extensions are not acceptable at any time in school.

Our PE lessons will start **week beginning Monday, 22nd August** and the timetable for this session will be as follows:

Class	PE Days
P1 (Miss Brown)	Mondays and Tuesdays
P1/2 (Miss Marshall)	Wednesdays and Thursdays
P2 (Mrs Young & Mrs Bannatyne)	Tuesdays and Thursdays
P3 (Mrs Jeffrey)	Tuesdays and Thursdays
P3/4 (Mrs Stevenson)	Tuesdays and Wednesdays
P4 (Mrs Sorbie and Mrs Fraser)	Tuesdays and Wednesdays
P5 (Miss McArthur and Miss Feeney)	Mondays and Wednesdays
P5/6 (Miss Jack)	Wednesdays and Fridays
P6 (Mrs Sommerville)	Mondays and Thursdays
P7 (Mr Burns)	Thursdays and Fridays

Communication with Parents/Carers

Where possible, we will try to send you all our school correspondence electronically. This will be done via email, or by posting information on our school website, our school app or on Twitter. To access our school app, all you need to do is download the free app called 'Primary School App'. Our Twitter address is @dlivvies. Please note that this is a one-way communication tool and we will not respond to any comments. Our account is also protected so only people who are accepted as followers will be able to see the tweets. As a result, only followers who can be recognised as having a connection with the school will be accepted.

At the start of each session, we send home an information pack with your child. This contains several documents that you are asked to complete/sign and return to the school. Please ensure that these documents are returned promptly so that we can ensure that we are meeting the needs of your child. If you require any help completing any of these forms, please contact staff in the school office.

School newsletters will be issued at the start of every month. These contain valuable information about things that are happening in the school, so we would be grateful if you could take the time to read them.

School/Nursery Lunches

A copy of our school and nursery lunch menus have been posted on our school website. Please note that these are slightly different from one another. Lunches are free to all Nursery and P1-P5 children, as well as families who qualify for Free Meal Entitlement.

Breakfast Club

Our school Breakfast Club shall resume on **Monday, 22nd August**. There is no charge for this and there is no need to register. Children will be offered the choice of Weetabix/toast/fresh fruit and a cup of water/milk. Children coming to Breakfast Club should enter the school via the main door **between 8.15am and 8.35am**. Unfortunately, we will be unable to accept any children outwith these times. Children will be supervised by 2 support assistants and will be dismissed into the playground 5 minutes once our school gates are open to other children.

Finally ...

As you can see, we are a very busy school and nursery. We all want the best for every single child in our care, so please do not hesitate to phone or email the school office if you have any questions or concerns and we will do our best to help. In the meantime, I look forward to another successful school/nursery session for all of us.

Thanking you in advance for your co-operation.

Yours sincerely

Linda Callender
Head Teacher