



Welcome Back!

August 2018

A very warm welcome back to St Mark's to all our returning pupils and families. It was wonderful to see all our children so happy and enthusiastic, and looking so smart, ready for their new school year!

And a very big welcome to St Mark's to all of our new pupils in Primary 1 and their families! I am sure you will be made most welcome and soon feel like part of our St Mark's family. All of the pupils have settled in quickly, can you believe this is Primary 1 after just one day?



I thought today I would share a little bit of information, to get us off to a flying start!

Our Nursery hours have been changed and we now have children in full time from 9am – 3pm. This is a very exciting and welcome move. It does mean that our car park will be even busier at those times so I would ask that you all continue with your efforts to park and stride as this did make such a difference last term. Thank you in anticipation of your support!

There are a few new staff with us. Miss McGovern has taken up a post as a Newly Qualified Teacher in P2, Mrs Broadley has joined us in Primary 5 and Mrs Redmond has joined our Nursery Team. We wish them all a warm welcome!

Here are a few reminders and helpful tips:

Entry/Exit arrangements

- Pupils will enter and be collected from the playground
- There is a bell at 8.55 for pupils to start lining up and another bell at 9am from when teachers will collect their lines
- An adult **MUST** collect infant (P1-P3) children. If you are going to be late or there is a change to arrangements it is vital that you let the school know so please phone the office. Any child who is not collected at 3pm from the playground will be brought along to the office to await collection

Security

- I'm sure you all understand safety and security is our no.1 concern!
- Access gates to the playground are locked each day from 9.10am and opened again at 2.50pm. There is no access between these times other than the main entrance at the office.
- **Car park – please only use allocated spaces and observe disabled parking. Drop off zone is for drop only. Do not park on pavements or double park please.**

School timings

- Lunchtime is 12.35-1.20pm
- Morning break is 10.40 – 11.55

Lunch

- We are currently on week 2
- If you haven't got a copy of the menu please collect one from the office
- If pupils have any food intolerances or allergies, you must complete a 'special diet, medically prescribed intolerance' registration form and have a letter from a GP or dietician. Please ask the school office for this and details of where to send it

Contact details

- Annual data check forms will be sent home shortly. Please complete and return these as soon as you can
- It is essential that you notify the school of any changes so that we have your most up to date contact details

Pupil absence

- The school must be informed as soon as possible - before 9am where possible. We have a telephone message service you can use
- If we haven't heard from you the office will start phoning contacts to ascertain situation from around 9.15am. In order to ensure all children are safe, we have to pursue any unexplained absence

Dress code

- Thank you for ensuring that your child is wearing the correct school uniform! It is fantastic to see them all so smart and this helps promote the image of our school
- **Please label EVERYTHING**
- Indoor shoes should be left in school. We will send a little slip home to let you know if these are lost or too small or done!
- Class teachers will advise when gym days are. Infant pupils (P1-P3) can wear polo shirt on gym days as this is easier. P4-P7 should wear shirt and tie every day
- Please ensure children bring full gym kit and remove any jewellery on gym days. If earrings can't be removed then please cover with tape. Staff are not allowed to do this.

Healthy eating/Water bottles

- We are very proud that we have a very health conscious school. Pupils *all* eat a healthy snack each day! On Friday they can bring a fun-size treat
- Please provide your child with a bottle containing water. They are encouraged to drink water as they work throughout the day

Communication

- We plan to invite you all to a Meet the Teacher information event in the next few weeks when hopefully you will find out all you need to know about the class and curriculum
- Please make sure you check bags for homework and letters

I look forward to a very happy and successful year and to continued partnership with you and your family!

Mrs O'Donnell

