

St Louise Primary

Autumn Newsletter

Welcome Back

I hope everyone had a wonderful summer holiday. It is fantastic to see all the children back looking so well and rested. They look ready for the new session ahead! It is also fantastic to see all of our children in school uniform. We will be encouraging them to wear school uniform throughout the year. Information on our school uniform can be found on our website and in our school handbook.

We hope you enjoy our first newsletter of the school session. In this edition, you will find a list of key dates, including the school holidays for session 2019-20.



School App

Last session we launched our school app and will continue to use this as our main source of communication. To download the app, search for primary school app in your apple store or play store, download the app and search for St Louise Primary.

If for any reason you will not have access to the app, please contact the school office to request a paper copy of events and newsletters.



Roles and Responsibilities

Over the last two weeks we have had a number of new appointments for the different roles within our school. Congratulations to James McConnachie and Evie Young, who have become our new **Head Boy** and **Head Girl**. We would also like to congratulate Nicole Lochrie and Kieran Rocke Bell who are this year's Junior Road Safety Officers (JRSO) and will guide us and support us in our road safety campaigns.



Staffing

Staffing remains stable this session with a full complement of staff. This session our CCC Teacher will be Mrs Cassidy who will deliver Expressive Arts and Languages. We would like to welcome a new addition to our teaching staff; Miss Coppola joins us this session and will support teaching across the school. This session Miss Clarke will continue in her role as Additional Support Needs (ASN) Coordinator. If you would like to discuss any learning concerns regarding your child, please contact the school office to arrange an appointment with Miss Clarke.

If there is anything in general you would like to discuss about the school or any other matter, please contact the office to arrange an appointment. Please note that office-opening hours are **8.30am – 3.15pm**. Outside these times, you can leave a message on the answering service or email into the school office.

PSG

Please come along and support the Parent and Staff Group (PSG) at our AGM on **Wednesday 25th September at 7.00pm**. Everyone is welcome and we really do need your help. All parents/carers are considered members of the group. St Louise PSG work extremely hard to support the school in so many different ways. Please consider coming on board. We look forward to seeing you there and will make you feel very welcome.

You can find all current details of our PSG on the school website and contact details are there if you would like more information about the group.



Positions Vacant – Please Apply!

Over the last two school sessions we have welcomed a number of parents and carers into the school to support us. Some people give freely of their time to provide valuable support for our children and school. This session we hope to welcome our regulars back and recruit more help.

This session we are in **desperate need of volunteers** to help in a number of ways:

- If you are able to accompany our children on any visits out of the school, then please contact the office to provide the days/times you would be available to help.
- If you are able to provide an extra-curricular club at lunchtimes or after school this would extend the variety of options we would be able to provide for the children.

These are just a few of the ways in which you could help. If you are interested in volunteering for the first time please don't hesitate to contact the school office on 01355 230804 or, by e-mail: [_](#) we would love to hear from you!

Please note that all volunteers who wish to work in schools must become a member of the PVG scheme. Please contact the school office for more information on this.

This year we would also like to build and strengthen our community links so if you know a member of the community who may be interested in supporting us please encourage them to contact us.



Annual Data Checks

Every session we have to check that we have all the correct and up to date information for parents/carers and emergency contacts. Please return these to the school as soon as possible in order for all records to be updated accordingly. Please also remember to inform the school if you change your contact numbers, mobile phone or emergency contact during the session.



Medical and Extra Curricular Forms

At this point in the session we update all our medical records to ensure we have the most accurate and up to date information for each child. To assist us with this please complete and return the EV5 and EV6 forms to your child's class teacher, along with the data check. These forms will be used throughout the session for school trips and extracurricular clubs. Should any of your details change across the year, then please inform the school office as soon as possible. Thank you in advance for your support with this.



Labels

Can we ask you to ensure your child's belongings are labelled please e.g. jackets, packed lunch boxes etc. There are many similar, if not identical items, so a label helps them and us to keep track of their belongings.



Absences

You can help us tremendously by letting us know as soon as possible if your child is absent from school. Please note that if we have not heard from you the school office will contact you asking you to let us know the reason for your child's absence.

Can I also ask that on your child's return to school, following a period of absence, that a note is provided for the class teacher. This is necessary even if you have telephoned while your child was off, as we require this information for our records.

All of these procedures are in place to help ensure the safety of our children and I thank you in advance for your co-operation with these.



Safety First

For Health & Safety reasons jewellery should not be worn on gym days. If you cannot remove your child's earrings could I ask that you provide him/her with plasters to cover them.



Medication

If your child requires to take any medicine during the course of the school day you must complete a consent/request pro-forma which will ensure that all medicines are administered safely. No child should be given medicine to take without the school having been informed. Children should not carry medication in their school bag.

The form can be collected from our school office and medicine can only be administered when the appropriate forms are filled in. All medicines must be prescribed for your child, clearly labelled and in date.



Insurance

Consent forms are issued by the school to parents/carers to gain permission for pupils to take part in any educational excursion. Consent forms are used for day excursions/visits and relate to any activity which involves pupils away from the school. The consent form refers to insurance cover being provided. This policy is for travel and personal accident insurance. South Lanarkshire Council reviews this annually and a summary of this is attached for your information. The same insurance policy is used for all educational excursions, simply to avoid repeated duplication. We would therefore ask parents/carers to retain the enclosed summary for future information. If at any time you would like a further copy, please contact the school office and this will be sent to you.

Improvement Priorities for Session 2019-20

Every session we write a school improvement plan. This helps us to continue to move forward in a structured and focused way. The key outcome is to ensure we are providing the best possible learning experiences and opportunities for our children. Our school improvement plan can be downloaded from our school website along with the standards and quality report, which reflects on the previous session's priorities.

This session we are focusing on the following:

Strategic Priorities 3 Year Cycle (Year 3)

1. Evaluate and improve consistency of learning and teaching in Literacy (with a focus on raising attainment in Writing)
2. Improve children's health and wellbeing with a particular focus on resilience
3. Celebrating and Worshipping – a commitment to the spiritual formation of the school community, through the shared experience of prayer and liturgy, and in partnership with local parishes

We will continue to work with all establishments in the St Andrew's and St Bride's Learning Community on transition, health and wellbeing and the sharing of good practice.



Road Safety

Thank you for your continued support in making the journey to and from school as safe as it can be for all our children. Unfortunately, there continues to be a number of issues around the parking in the school car park and out on Whitehills Terrace. Please see below all road safety rules the school has put in place to minimise these issues. Could you also share this with anyone who drops off or picks up your child.

Engine Idling

All schools in South Lanarkshire Council are 'No Idling Zones' and drivers are not permitted to park in the car park or leave a car with its engine running to drop off or pick up children.

Idling harms our health: vehicle exhaust fumes are damaging to everyone's health, but it especially affects children, who breathe more and at a faster rate than adults. By turning off your engine, you can improve the quality of air pupils, parents and teachers breathe while they are at school.

Idling pollutes the air we breathe: an idling engine produces unnecessary pollution and can produce up to twice as many exhaust emissions as an engine in motion. By not idling, you reduce the level of harmful emissions being released into the atmosphere.

Keep money in your wallet and save fuel: despite the popular story that idling your car uses less fuel than turning it off and restarting – idling actually costs you money. It is more fuel efficient to turn off your engine and this will also reduce the wear and tear on your engine.

Please support St Louise Primary's No Idling campaign and turn off your car while waiting to drop off or pick up your child. Together, we can make a real difference and improve the quality of air we all breathe.

Parking

Could I please remind you that the staff car park is for staff only and for safety and insurance purposes we only permit school staff to park beyond the designated staff parking sign.

To further ensure the safety of all children in the school car park at drop off and pick up times, we will be using cones to mark areas that are not designated for parking.

Please note that the area to the front of the school where children use the zebra crossing is not a parking area and because there is a zebra crossing there we need to maintain a safe distance for all children when using the crossing.

As you know pupil safety is a high priority for us and we would ask that you keep this in mind when dropping off or picking up your child at school.

It is essential that parents/carers do not park or wait on the yellow zig-zag lines to ensure the safety of all of our children.

Please note that the zig-zag markings are there to indicate the length of road where you should not stop, not even to pick up or drop off children. These markings are provided outside schools to ensure our children can see and be seen clearly when crossing the road.

This also includes the yellow Box Junction at the front of the school gates, which should remain clear at all times.

Please also consider parking out with the school car park and walking part of the journey to help ease congestion. Thank you for your continued support with this.

As you know a number of places for dropping off pupils have been made available at the front of the school car park and the ramp which we open at the end of the school day has enabled us to provide more parking opportunities. This is one-way only and we would ask that no one reverse out of the school if they are at the back of the queue. Please can I ask that you only park in appropriate places and always be vigilant about pupil safety. I would also ask that if you are using the Disabled Parking bays at the front of the school you are displaying your Blue Badge clearly in the front window of your car.



Please do not walk your child through the vehicular entrance or across the car park. Always use the pathways and zebra crossings. The yellow zig zag lines and boxes were re-painted to show clearly the areas that cars cannot park on or wait in. Unless you are parked on the ramp and making your way back to your parked car it is safer to use the main walking entrance next to the main gate. Could I please ask that whoever drops your child off and picks them up from school follows the safety guidance in place. This includes children following the safest route around the car park and into the school as some children are still being walked across the car park and this is extremely dangerous.

I would also ask that you limit your speed while in the school car park and be mindful of cars coming in or leaving the school. As our entrance is only able to permit one vehicle at a time, we need to adopt a give way procedure here. As you approach the school, I would ask that you stop and look into the car park to ensure that no one is coming out and if they are, you wait until the route is clear before entering the car park.

We would appreciate your support with our road safety measures and school rules regarding parking.



Credit Union

We will be launching our Credit Union again soon and will be in touch to let you know when your children can start saving again.



Holiday Weekend

Please note that the school will be closed on Friday 27th September and Monday 30th September. School re-opens on Tuesday 1st October. I hope the children have an enjoyable break.



Wider Achievement Wall

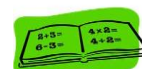
Thank you for your support in the previous session for helping to build our Wider Achievement Wall. The children are enjoying seeing the wall being built brick by brick every time one of their achievements is put on. We are all very proud of their achievements. **Remember if your child has done something out with school which you feel deserves recognition please see the office for an achievement form.**



Homework at St Louise

Homework plays a crucial part in your child's education. You can download our homework guidance leaflet from the school website or request a paper copy from the office. The 'opt in' part of homework should make homework flexible for all our busy families and give more control over when and how much homework your child engages in.

I thank you in advance for your support in promoting the importance of homework.



Gym Days

Please note that classes have two gym slots a week. Children should bring their gym kit to school on the days they have gym. Below is a reminder of these times:

Class	Gym Days	
P1	Monday	Tuesday
P2	Monday	Friday
P3	Wednesday	Thursday
P4	Tuesday	Thursday
P5	Thursday	Friday
P6	Tuesday	Thursday
P7	Monday	Wednesday



Promoting Positive Behaviour and Relationships

St Louise positive behaviour policy encourages pupils to aim for high standards in behaviour, work and effort - in class, in the playground, in the cafeteria and when representing St Louise as part of a team or on a class trip.

The system also encourages the children to follow our three basic school rules:

- **Do as you are asked**
- **Be kind, respectful and helpful**
- **Keep your hands and feet to yourself**

Our behaviour levels and responses are followed to ensure a consistent approach to promoting positive behaviours and relationships and can be downloaded from the school website.



School Lunches

Please note that all Primary 1, 2 and 3 children are entitled to a free school lunch every day. We felt it may be useful to remind you of this in case you would like your child to benefit from this entitlement. Current menus and details of pricing can be downloaded from our website.



Gentle Reminders

As we begin a new term, please note the following gentle reminders:

If your child is being collected by a child-minder or after school club, it is important to contact the school office to advise of this and the days of pick-up.

Can I remind you to check your child's hair for head lice on a regular basis? The guidance suggests that parents/carers should aim to check their children's hair once a week during normal hair washing.

Information leaflets with useful advice and guidance are available at your local pharmacy. You can also access useful advice from www.onceaweektakeapeek.com. Please do not hesitate to contact us if we can provide any further help.

Can I ask you to avoid taking your child out of school for holidays during term time please? This can be very disruptive to your child's education as they miss valuable teaching input when they are absent. These absences are recorded as 'Unauthorised' (except in very exceptional circumstances) and do not help us present a positive picture in relation to our annual absence data.

We want to encourage children to drink water throughout the day as we are aware of the potential benefits of doing so. Children can bring their own full water bottle into school with them and we do have a water point where bottles can be refilled if necessary.

Please note that pets are not permitted in South Lanarkshire school grounds. If you have a pet, and are collecting your child, we would ask you to do so from outside the school gate.

Please note that, if children are bringing scooters or bikes to school, they should dismount at the school gates and walk with their scooter/bike when in the school grounds. When leaving, they should walk their scooter/bike out and only get on it once out of the school gates. This is important for the health and safety of those in the playground. We will reiterate this rule to the children but would appreciate your support in reminding them of it.



Breakfast Club / School Playground

Please bear in mind that our breakfast club starts at **8.15am** and is free to all pupils in our school. For insurance and safety purposes, we would ask that you drop your children off at the side entrance to the dining hall as close to this time as possible. To avoid children being late for class starting, we would ask that no child is later than **8.45am** for breakfast.

Playground supervision also does not start until **8.30am** and for safety reasons, we would ask that children be dropped off or arrive at school as nearest to these times as possible.

Access to Sanitary Products in Schools

The Scottish Government has announced funding to provide access to sanitary products to support equality and allow for full participation in education across schools.

South Lanarkshire Council supports this commitment, and to support this our school will hold a supply of sanitary towels for those pupils who need them and such supplies will also be available in advance to support during school holidays.

Pupils will be made aware on how they can access products within school by their class teacher.

Alternatively, should parents wish to discuss how they can access a supply for their child this can be done by contacting the school office.

Snacks

Due to the increase of children with severe nut allergies, can I ask you not to provide nut products as a snack or part of a packed lunch, which include Nutella products, peanut butter or any other nut related products.



Thank you in advance for your support with all of the above.

Termly Learning Newsletter

Each term, class teachers will issue parents/carers with a newsletter containing information on what the children will be looking at over the term. Please use this as a guide when encouraging your children to extend their homework further and when using the 'opt in' part of the guidelines.



St Louise Website

A range of information concerning school life is available via our school website www.st-louises-pri.s-lanark.sch.uk you can also follow our school life on our Twitter feed @stlouisepriamary

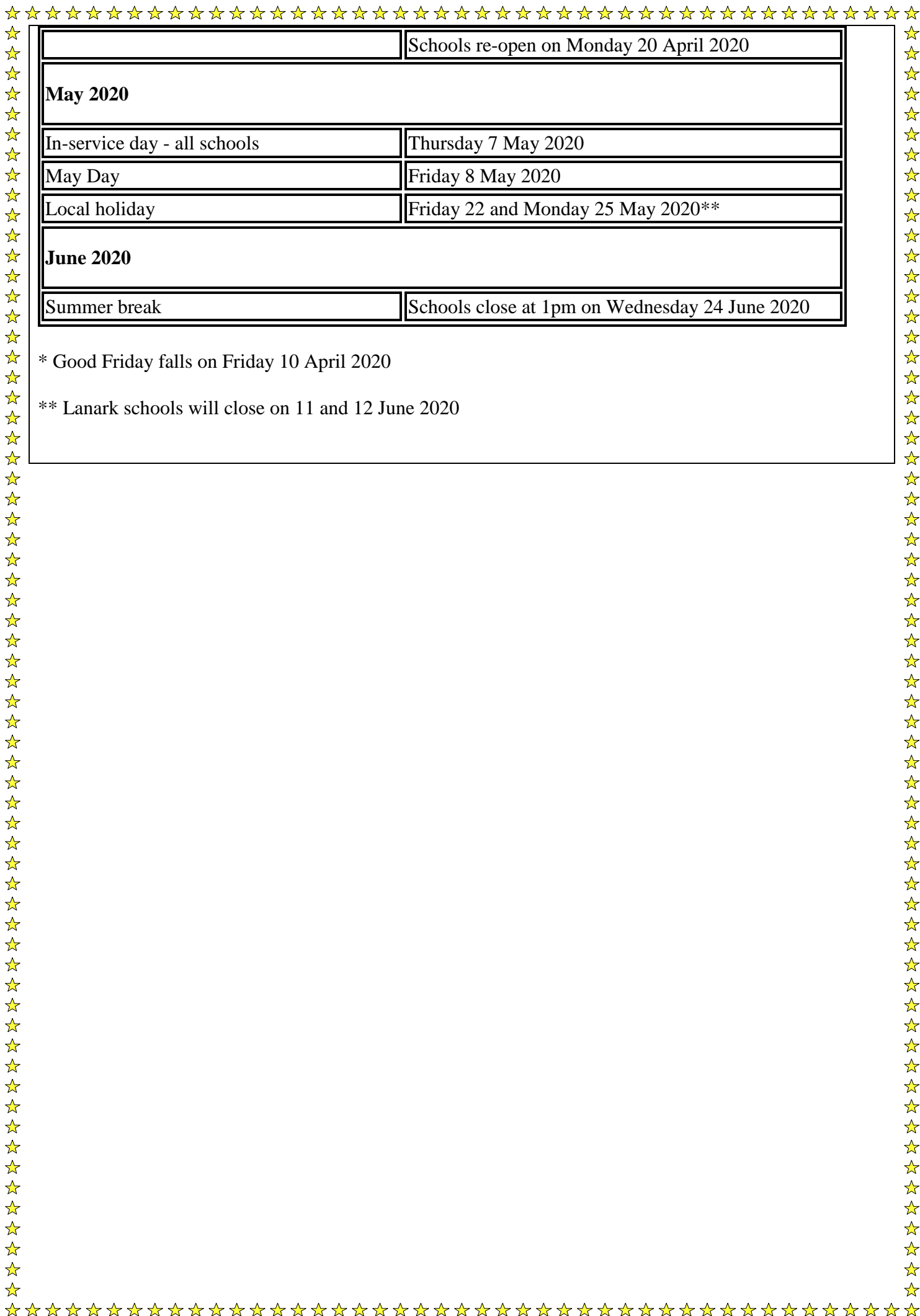


Holiday Dates



Education Resources School holiday Dates Session 2019-20

Types of holiday listed by month	Holiday dates
August 2019	
Teachers return on Tuesday 13 August 2019	All pupils return on Thursday 15 August 2019 (including P1 pupils attending for full day)
In-service day - all schools	Tuesday 13 and Wednesday 14 August 2019
September 2019	
September weekend	Friday 27 and Monday 30 September 2019 Pupils return on Tuesday 1 October 2019
October 2019	
October break	Monday 14 to Friday 18 October 2019 Pupils return on Monday 21 October 2019
November 2019	
In-service days - all schools	Monday 18 and Tuesday 19 November 2019
December 2019 and January 2020	
Christmas/New Year	Schools close at 2.30pm on Friday 20 December 2019 Schools re-open on Monday 6 January 2020
February 2020	
In-service day - all schools	Friday 7 February 2020
February break	Monday 10 and Tuesday 11 February 2020
In-service day - all schools	Wednesday 12 February 2020
March/April 2020	
Spring break/Easter	Schools close at 2.30pm on Friday 3 April 2020*



	Schools re-open on Monday 20 April 2020
May 2020	
In-service day - all schools	Thursday 7 May 2020
May Day	Friday 8 May 2020
Local holiday	Friday 22 and Monday 25 May 2020**
June 2020	
Summer break	Schools close at 1pm on Wednesday 24 June 2020

* Good Friday falls on Friday 10 April 2020

** Lanark schools will close on 11 and 12 June 2020

Dates for your Diary

Monday 26 th August	3.00pm Athletics Club
Tuesday 27 th August	12.30pm P5-7 Lunchtime Rosary Club (every Tues until notice)
Thursday 29 th August	P1 Evening Times Photo
Thursday 5 th August	1.30pm Beginning of New School Year Mass – Our Lady of Lourdes
Tuesday 10 th September	10.00am P6+P7 to Our Lady of Lourdes Church for Mass and Adoration 11.00am P4+5 to OLOL for Adoration
Wednesday 11 th September	12.30pm Football Festival
Thursday 19 th September	10.45am P4-7 Confessions
Friday 20 th September	Whole School Photos 12.15pm Sports Hall Athletics – John Wright Sports Centre
Tuesday 24 th September	10.00-2.30pm JRSO Open Day – Chatelherault
Wednesday 25 th September	7.00pm Parent and Staff Group (PSG) AGM
Tuesday 1 st October	P7 Mission Mass – Carfin Grotto
Wednesday 2 nd October	12.30pm Football Festival
Tuesday 8 th October	2.15pm P1 Blessing – (parents/carers welcome)
Thursday 10 th October	3.30pm Parents' Open Evening
Monday 21 st October	Extra Ordinary Month of Mission – Little Way Week
Wednesday 23 rd October	7.00pm Parent Staff Group Meeting
Friday 25 th October	12.15pm Sports Hall Athletics– John Wright Sports Centre 7.00pm PSG Race Night
Tuesday 29 th October	PSG Halloween Discos (P1-3 are 6.30-7.30pm) (P4-7 are 7.45-8.45pm)
Wednesday 30 th October	Flu Immunisations
Friday 1 st November	1.30pm All Saints' Day Mass – Our Lady of Lourdes
Wednesday 6 th November	12.30pm Football Festival
Wednesday 14 th November	P7 Transition Sports Afternoon
Friday 15 th November	9.20am Find Out Friday
16 th – 30 th November	Catholic Education Week
Tuesday 19 th November	Book Week Scotland
Wednesday 20 th November	Road Safety Week 7.00pm Parent Staff Group Meeting
Friday 22 nd November	9.30am Pantomime – Mother McGoose 12.15pm Sports Hall Athletics – John Wright Sports Centre
Friday 29 th November	6.30pm PSG Christmas Fair
Friday 6 th December	Dress Rehearsals
Monday 9 th December	P1&2 Nativity morning (10.00am) and evening performance (7.00pm)
Tuesday 10 th December	P3-7 Christmas Show afternoon performance (1.15pm)
Wednesday 11 th December	P3-7 Christmas Show afternoon (1.15pm) and evening performance (7.00pm)
Thursday 12 th December	10.45am P4-7 Confessions
Tuesday 17 th December	Pm P1-3 Christmas Party
Wednesday 18 th December	Pm P4&5 Christmas Party
Thursday 19 th December	Pm P6&7 Christmas Party
Friday 20 th December	2.30pm School Closes
Monday 6 th January	Pupils Return
Monday 14 th January	P1 Enrolment Week Tues 14 th drop in between 10.00am – 11.30am Wed 15 th drop in between 1.00pm – 2.30pm Thurs 16 th drop in between 10.00am – 11.30am
Friday 17 th January	12.15pm Sports Hall Athletics – John Wright Sports Centre
Sunday 19 th January	4.00pm St Vincent's Enrolment Mass for First Communion/Reconciliation
Monday 20 th January	6.30pm Our Lady of Lourdes Enrolment Mass for First Communion
Wednesday 22 nd January	7.00pm Parent Staff Group Meeting
Thursday 23 rd January	3.00pm Family Learning Club
Wednesday 5 th February	12.30pm Football Festival
Thursday 6 th February	9.20am Find Out Thursday

Wednesday 19 th February	7.00pm Parent Staff Group Meeting
Monday 24 th February	Fairtrade Fortnight
Wednesday 26 th February	1.30pm Ash Wednesday Mass – Our Lady of Lourdes
Thursday 27 th February	3.00pm Family Learning Club
Friday 28 th February	Cross Country
Tuesday 3 rd March	10.00am Fairtrade Café
Wednesday 4 th March	12.30pm Football Festival
Thursday 5 th March	World Book Day
Tuesday 10 th March	7.00pm St Vincent's Sacrament of Reconciliation
Tuesday 17 th March	7.00pm Our Lady of Lourdes Sacrament of Reconciliation
Wednesday 18 th March	11.00am P4&P5 to OLOL for Stations of the Cross 7.00pm Parent Staff Group Meeting
Thursday 19 th March	11.00am P6&P7 to OLOL for Stations of the Cross
Monday 23 rd March	Financial Education Week
Thursday 26 th March	10.45am P4-7 Confessions 3.00pm Family Learning Club
Friday 3 rd April	2.30pm School Closes
Wednesday 22 nd April	12.30pm Football Festival
Thursday 23 rd April	3.00pm Family Learning Club
Wednesday 29 th April	Find Out Wednesday
Monday 4 th May	10.45am P4 Confessions
Tuesday 5 th May	1.10pm St Vincent's First Communion Practice
Wednesday 6 th May	PSG St Louise Feast Day Disco (P1-3 are 6.30-7.30pm) (P4-7 are 7.45-8.45pm)
Saturday 9 th May	10.30am St Vincent's First Communion
Tuesday 12 th May	1.20pm OLOL First Communion Practice
Thursday 14 th May	3.30pm Parents' Evening
Thursday 16 th May	Parents' Evening
Sunday 17 th May	1.00pm OLOL First Communion
Tuesday 19 th May	P7 Parents Information Evening – STA&STB's
Wednesday 20 th May	9.00am P7 Induction Day 1 7.00pm Parent Staff Group Meeting
Thursday 21 st May	9.00am P7 Induction Day 2 11.10am Ascension Thursday Mass – Our Lady of Lourdes (Children need packed lunch)
Thursday 28 th May	3.00pm Family Learning Club
Friday 29 th May	1.15pm St Louise Sports Day
Tuesday 2 nd June	P7 to Auchengillan
Thursday 4 th June	1.30pm P4 First Communion Thanksgiving Mass (pupils only)
Thursday 11 th June	10.45am P3 and P7 Confessions
Friday 12 th June	6.30pm PSG Summer Fair
Monday 15 th June	1.30pm P7 Leavers' Mass
Monday 22 nd June	1.30pm P7 Leavers' Assembly
Wednesday 24 th June	1.00pm School Closes

** Please note that these are proposed dates and may be subject to change. We will endeavour to give as much notice as possible if dates need to be changed**

We always welcome the views of all our stakeholders and if anyone has any ideas or suggestions they wish to raise with us please send these in writing, by email gw14stlouiseoffice@glow.sch.uk or make an appointment to come and speak with us.

Yours sincerely

Siobhan Mooty

Siobhan Mooty
Head Teacher



Finance and Corporate Resources
Finance Services

**Educational excursions within and outwith the UK
Personal accident and travel insurance for
participants, teachers and other adults**

Insurer Chubb **Expiry date** 31 March 2020

Policy Number UKBBBO43537119

Personal accident insurance

Participants

Death - £20,000
Permanent Total Disablement - £25,000

Teachers/Other Adults

Death - £25,000
Permanent Total Disablement - £25,000

Travel insurance

Loss of/or damage to personal belongings

Limited to £10,000
(Where the value of personal belongings exceeds £2,000, the Council shall be liable for the first 25% of any amount in excess of £2,000)

Disruption (excluding UK)

Limited to £10,000

Loss of Money

Limited to £5,000
(Where the value of cash exceeds £2,000, the Council shall be liable for the first 25% of any amount in excess of £2,000)

Personal Liability

Limited to £5,000,000

Medical Expenses (Outwith UK)

Unlimited

This is a summary document. Exact cover, terms, exceptions and conditions are contained in the policy documents.

For further information on any of the above please contact Risk Management on 0303 123 1024.