



Welcome Back

Welcome back to the new school year. We hope everyone enjoyed and benefitted from the warm, sunny weather this summer. We extend a special welcome to all our new pupils in Nursery, Primary One and to those throughout the school.

We also extend a warm welcome to staff that have joined us this session – Mrs Laura Bell (P3), Mrs Rebekah Hall (nursery nurse), Ms Caroline Noble (nursery nurse) and Mrs Moira Dagg (Additional Needs Assistant).

School Photographer

The school photographer will be in school this Monday, 25th August 2014. We request that the children come to school wearing school uniform that day.

All children will have an individual photograph taken; family group photos will also be taken for those who have returned request forms to school. There is no obligation to buy.

Proof envelopes will be sent home with children; those wishing to purchase photographs must return orders to school by **Friday 5th September 2014**. Orders placed after that date will be return for parents/carers to order directly from Tempest, there will be an additional charge for this service.

School Newsletters

In line with our Eco School policy and for financial reasons, school newsletters will be sent out to parents electronically and will be posted on the school website. We will use the email addresses held on each child's record. Please ensure you inform the school of any changes to email address during the year.

Please also inform the school if you are unable to access the newsletter through the school website or by email.

Communication

We have an open door policy at Melrose Primary School however we request that parents/carer wishing to speak to a teacher or a member of the management team contact the school office to make an appointment.

Medication/Allergy Information

We have children in school with allergies including severe nut allergies. Nuts and food containing nuts, e.g. nutella and peanut butter, should **not** be brought to school.

It is the responsibility of parents/carers to inform the school of any condition and also to provide prescribed medication which is in date.

Please note the school is unable to administer medication which has not been prescribed e.g. Calpol.

Should a child require be given prescribed medication during the school day a request form, which can be obtained from the school office or downloaded from the school website, must be completed.

For further information about the administration of medicines and health care procedures, please click on this link http://www.nhs.uk/borders.scot.nhs.uk/media/64720/parents_leaflet_medication.pdf

Annual Data Check Forms/Homework Policy and Practice/Positive Behaviour Rules, Rewards and Consequences

Annual data check forms have been sent home to every pupil. Please ensure all details are correct, amendments should be made where necessary; form need to be returned to school by return.

Discipline policy

A copy of Melrose Primary School's Positive discipline procedures and practice is being sent home, one to each family. Please take time to read and discuss this with your child/ren. Both parent/carer and pupil are asked to complete a slip agreeing to rules, this slip should be returned to school by Monday 1 September 2014.

Homework policy

A copy of Melrose Primary School's Homework policy is being sent home, one to each family. Please take time to read and discuss this with your child/ren. Both parent/carer and pupil are asked to complete and sign a slip agreeing to rules, this slip should be returned to school by Monday 1 September 2014.

Visiting the local community

For children to use the local community on a regular basis we require parental/carer permission. A permission slip for each child has been sent home today. Please return this to school as soon as possible if you agree to your child using the local community for learning.

School Meals

School meal menu envelopes will be sent home on a Monday to be returned, with payment, by Wednesday of the same week. The cost of a meal is **£2 per day**. Please make any cheques payable to "Scottish Borders Council". A reminder – a school packed lunch option is also available, this is juice, fruit, yogurt and a sandwich (choices of

filling: cheese, tuna, ham or egg), please ensure the sandwich filling is clearly marked on the envelope for the appropriate day.

P7 Residential Outing 2014

Final information and kit lists have been sent home along with a medical form which should be returned as soon as possible. Transport payment of £30 should also be returned along with the medical form.

Dalguise Residential Outing 2015 (current P6 pupils)

The interim payment of £80 is due to be paid on or before 26th September 2014. Cheques should be made payable to Melrose Primary School.

Milk

We are able to provide milk to pupils on Wednesdays, priced 33p per carton. Please look out for the order form in your child's bag. Orders should be back into school by **Monday 8th September at the latest**.

Hockey

P6/7 and P7 pupils will be participating in hockey during PE time on a Wednesday, starting next week, 27th August, until the October holidays. **A gum shield is required** for pupils to take part in this contact sport.

P7 will have the opportunity to attend an after school club in the run up to a hockey festival on 1st October – further details will follow.

Belongings

Please ensure **all items of clothing and other personal possessions** (coats, bags, lunch boxes, gym kit etc) which you child/children bring into school **are clearly named**. There is a lost property box in each building; if property or clothes are misplaced we urge pupils and parents to check the 'lost property' boxes.

Reminders

Health & Safety in PE

In the interest of health and safety, children should **NOT** wear ear-rings and must tie back long hair for PE and physical activities. Children who have pierced ears should be able to remove their own ear-rings or come to school with their ear-rings taped. Pupils are also responsible for the safety of their ear-rings when they are taken out. School are not able to tape or remove ear-rings. Pupils with long hair must bring something to tie their hair back with, school cannot provide bands/bobbles – boys with longer hair are also required to tie their hair back.

Sickness and Diarrhoea

We remind all parents and carers that children should **NOT** return to school or nursery for 48 hours after the bout of sickness and/or diarrhoea. We would be grateful for your support with this recommendation in order to avoid any unnecessary spread of viruses.

Dress Down Days

There will be a number of dress down days throughout the school year where children are invited to come to school in casual clothes and pay a suggested donation of 50p, details of dates below.

Barnardo's boxes

A representative from Barnardo's will be in school on Friday 29 August 2014 to collect the 'Small change, big difference' money boxes. Please ensure any boxes are returned to the school office before Friday.

Diary Dates

25 th August 2014	School Photographer for individual photographs
15 th – 19 th September 2014	P7 Residential to Dalguise
26 th September 2014	Dress Down Day
13 th – 17 th October 2014	School Closed for October Holidays
20 th October 2014	Staff in-Service Training Day – school closed for all children
31 st October 2014	Dress Down Day
4 th November 2014	Parents Meetings with teachers
6 th November 2014	Parents Meetings with teachers
10 th November 2014	Parents Meetings with teachers
13 th November 2014	Staff In-Service Training Day – school closed for all children
14 th November 2014	Staff in-Service Training Day – school closed for all children
28 th November 2014	Dress Down Day
1 st December 2014	St Andrews Day holiday – school closed
9 th December 2014	P1 Nativity Play 2pm and 6pm
11 th December 2014	Christmas Fundraiser
19 th December 2014	Christmas church service led by P5
22 nd December 2014 –	
5 th January 2015	School closed for Christmas holidays
6 th January 2015	School opens for spring term.

FORTHCOMING EVENTS/ACTIVITIES

MELROSE FLOWER SHOW

The annual show will be held in the Parish Church Hall on Weirhill from 2 - 4.30 pm on 13 September and children up to the age of 14 are invited to enter the children's section. Details of the children's classes are available from the school office or the full schedule can be obtained from Melrose Library or Carolyn Bower can be contacted either on 01835 823994 or email, bowercarolyn@yahoo.co.uk.

Melrose Mini Rugby

Registration will take place on Sunday 24th August 2014 between 10.45am – 12 noon for P1 – P7. Further information can be obtained from Sarah Calder on 07980 258904