Thursday 29th June 2017

Dear Parents / Carers,

As we near the end of another busy year here at Victoria Primary and Nursery Unit I would like to take this opportunity to thank you, on behalf of all the staff and Governors, for your continued support throughout this year. Although my time here so far has been short, one aspect of school life that has really stood out to me has been the support and cooperation I have had from you, the parents and carers. As I said at the meetings for our new to P1 and Nursery parents, our school motto is ‘*Working together for excellence’.* In order for all our pupils to reach their full potential it is vitally important that the relationship between school and parents is a positive one – ensuring that we all *‘work together for excellence’*. I am sure that this supportive culture will continue to thrive next year.

Please find outlined below some very important information relating to starting back to school at the end of August. Please keep this information somewhere safe over the Summer break.

**Starting back to school**

* Nursery and Primary 1 pupils have already had their starting information.
* School will start back for all other pupils on **Wednesday 30th August** at normal time. Children will finish at **12pm on Wednesday 30th August only.**
* Children will then finish at normal time on Thursday 31st August and Friday 1st September.

Thursday 31st August Friday 1st September

Year 2 2pm Year 2 2pm

Year 3 2pm Year 3 2pm

Year 4 3pm Year 4 2pm

Years 5-7 3pm Years 5-7 3pm

**Our School Day**

Year 1& year 2 start 9 a.m. finish 2 p.m.

Year 3 (Mon. & Tues) start 9 a.m. finish 2:50 p.m.

Year 3 (Wed – Fri) start 9 a.m. finish 2 p.m.

Year 4 (Mon. – Thurs) start 9 a.m. finish 3 p.m.

Year 4 (Fri. only) start 9 a.m. finish 2 p.m.

Years 5 – 7 start 9 a.m. finish 3 p.m.

**Contact Details and Pick Up Lists**

It is really important that we have the correct contact information for all parents and carers. If these change over the Summer, please inform school as soon as the children return.

Also, please ensure that anyone collecting your child is on their pick up list. Please advise the class teacher if there are changes to be made to this.

**School Uniform**

In preparation for returning to school, please ensure that your child has the correct full school uniform. Just a reminder that training shoes are not allowed to be worn outside of PE lessons. Black school shoes should be worn at all other times.

**Please put your child’s name on each piece of uniform.**

Slight uniform change

Children will be required to wear a white t-shirt and plain black shorts for PE lessons when they return to school. These can be purchased from any uniform retailer or large supermarket – this part of the uniform will not have the school logo on it. Children can wear black pumps or training shoes for PE. Some PE lessons will take place outside (weather permitting). Please ensure that your child is fully prepared for PE lessons with the correct PE uniform.

**Equipment**

All children will have received a list of equipment and resources they will need when they start back to school. I would be very grateful if children could bring all their equipment with them on their first day back to school.

**Exceptional Closure**

In order to support parents / carers with child care arrangements, I will endeavour to inform you of exceptional closures as far in advance as possible. Our first exceptional closure will be on **Friday 29th September.** School will be closed for all children on this day.

**Staffing Changes**

At the end of this school year we will be saying a very fond farewell to Miss Craig, Mr Murray, Miss Millar and Mrs Hannath. I would like to take this opportunity to thank these members of staff for all their hard work and dedication during their time here at Victoria Primary School. Mrs Skillen will also be leaving us, only temporarily, as she begins her maternity leave. The whole school community wish Mrs Skillen well and we look forward to hearing news of her new arrival. As one member of staff leaves to begin maternity leave, we have two members of staff returning from paternity and maternity leave respectfully. Mr Clarke and Mrs Miskelly with both be returning to class this coming academic year and we are delighted to have them return.

**Breakfast Club**

Breakfast club will be available again next academic year. The cost for breakfast club will be £1.75 per session. Children can attend breakfast club from 8:00am each morning, however, children must arrive before 8:30am in order to be served a breakfast.

Parents are reminded that on the first day of attendance at breakfast club next academic year a permission slip must be signed.

**School Dinners**

Children are able to avail of school dinners on a daily basis at Victoria Primary School. Our 5 star canteen provides delicious meals for all our children. From August, school dinners will cost £2.60 per day. Payment should be sent into school on a Monday morning for the total amount for the coming week. This allows the staff to gauge numbers as accurately as possible.

**Money Envelopes**

We know it can be difficult trying to find spare envelopes around the house when sending money into school. To make life a little easier, you can purchase a booklet of money envelopes from the school office for £2.50. These envelopes, a little like Church collection envelopes, can be used for dinner money, milk money, payment for trips etc. Simply call into the office and speak with Mrs Moffett if you would like to purchase these.

**After school Wraparound Provision**

A huge thanks to all the parents / carers who have returned the after school wraparound questionnaire. It seems that there is quite an appetite from our school community for us to deliver this facility. I will continue to work on the finer details of this provision over the Summer break, however, as this initiative will take some considerable planning, it will not be available straight away when the children return to school. I will provide further information to all parents and carers as soon as I possibly can.

Once again, thank you all for supporting your child and the school over the past year. I hope you all have a really wonderful Summer break and I look forward to welcoming all the children back to school on Wednesday 30th August.

Yours sincerely,

Mr C. Fulton

Principal