



Dear Parents

Just a few words of reminder at this very busy time of year!

### Absence and morning routines

Your children's safety is of utmost importance and our routines in the morning are based on this. To help us follow safety procedures in a timely manner, please let us know by **9.30am** if your child is absent. There is an answer machine, so you may leave a message on the absence line before school or nursery. We listen to these messages and check this against the register. If we have not heard from you we try to contact you before 10am to check your child is indeed absent and safely at home with an adult. If we do not hear from you, there are absence procedures to follow to ensure all children are safely accounted for. This may involve contacting duty social work or the police. We are understaffed in the office and trying to make telephone contact with parents is taking a considerable time in the morning. If you let us know, then this not only reduces the time spent chasing phone calls but ensures there is best use made of staff time and most importantly ensures your child's safety. Many thanks for your help here.



### Winter weather

Please remember to send your child to school and nursery with appropriate winter clothes as we go out in all but severe and dangerous weathers. Adults are outdoors too and remind the children to wear their coats. We are now in hats and gloves weather! Scotland is a rainy place so wellies are a good choice. It would be most helpful if you provided spare socks or tights too so that should your child have an accident or be a 'puddle-jumper' we can help them to change if necessary. Gym bags stay in school, so spare t shirts or jogging trousers and gym shoes are very useful. Names on everything please! Here in Loretto we encourage outdoor active play and whilst we will do our best to take care of the children we also encourage building resilience and independence. If the weather is very severe or dangerous, children would remain indoors for some or all of break and lunch.

### School costs

We do our best to keep costs to parents down. The school receives a budget for supplies and materials, but this does not include trips or transport. Loretto Parent Partnership has traditionally supported, through fundraising, outings, transport, provision of P1 book bags, playground and classroom games and equipment. This year they are also providing P7 Hoodies and it is hoped that this would continue. They have also made a donation to school for discretionary and sensitive use should any family need a little help. We are very grateful to parents for this. Please do not struggle or ignore school payments. A quick word or phone call to Mrs Donohoe or myself and we can help. Also - please do not feel under any pressure to send Christmas cards to the whole class or buy gifts for staff. Council employees are not permitted to accept expensive gifts - but we love homemade cards and drawings!



**SchoolPay** – just a quick thank you from the school office to everyone who registered and have been paying online – it's hugely appreciated and we hope you see the benefits too!

### 'Save the Children' Christmas Jumper Day Save the Children

At Christmas time we endeavour to keep these costs down so please do not feel under pressure. We are aware that some traditional activities in school can cause anxiety around money, so all activities are open to all pupils. For example, Christmas Jumper Charity Day is open to all pupils and we welcome shared and recycled and homemade jumpers. This year, if you are able to do so, then Christmas Jumper donations will be made to Save the Children - as decided by the Pupil Council. Children can wear Christmas jumpers for school Christmas Lunch on Wednesday 12<sup>th</sup> December.

## East Lothian Food Bank Jingle Bags



The pupil council are organising food collections to go to this very worthwhile cause. All pupils can bring in donations to their class teacher or the school office, and we will arrange for the donations to get to the Food Bank. The East Lothian Foodbank has made a list of the items that can be donated, as they must all be non-perishable. We attach that list along with this newsletter. Thank you - we are really grateful for your kindness here.



### Christmas Lunch Wednesday 12th December.

Please order and pay for school lunch online if possible. If you can help serve the children on this day please let the office know. We try to decorate the dining hall and serve the children just to make the day a bit special, but we do need extra helpers for this.

### St. Anne's Care Home



The school choir will visit on **Thursday 13th December** to sing carols. Our elderly friends at St. Anne's love to see and hear the children and the children love meeting them. This is an opportunity for our children to share their talents and be responsible and caring citizens.



### Infant Nativity - Friday 14th December, 9.30am and 11am.

Slips have been sent home for children in P1-3, asking which performance you would prefer tickets for. This is a really popular event – we advise you to get your ticket choices in ASAP! Tickets are limited to two per family until we can be sure we have enough space, and then we will issue any remaining tickets where we can. We look forward to welcoming you. We do not charge for this but we are grateful for donations which we will add to the Save the Children.

### Loretto Christmas Fayre - Friday 14th December 12.15pm

Each class will have a stall at the fayre. As part of Developing Young Workforce and Enterprise in our Curriculum, the children will incorporate planning, teamwork, making, pricing and selling their crafts. There is tea and coffee and a fabulous raffle and other stalls and fun, organised by Loretto Parent Partnership. Come along and enjoy the fun. Funds raised here stay in school.

### School Christmas Parties



If you can help with your child's class party please let the teacher or the office know. The children play games, dance and have some party food provided by the LPP. Parties are in the afternoons. Children may go home during lunch to change into party clothes. P1-P4 children must be collected and delivered by an adult. P5-P7 children may also go home with a written letter of permission from a parent. Alternatively (and this is the easiest!) children can change **themselves** into party clothes in school for the start of the party. Parents are not required for changing clothes-remember we are encouraging independence here. Party clothes can be handed over in the morning -please just put your child's name on the bag. P7s and buddies will help too.

### Party Dates Reminder:

**P1-P3: Monday 17<sup>th</sup> | Nursery, P4 and P5: Tuesday 18<sup>th</sup> | P6E, P6H and P7: Wednesday 19<sup>th</sup> December**

### Carol Concert in Church

Please join us for our end of term Carol Concert in Church on **Thursday 20<sup>th</sup> December at 2pm**. Mrs Peebles our music teacher, will lead each class and their will be some carols for us all to join in and sing.



**School closes at the usual times: 3pm for P1 and P2 and 3.15pm for P3-P7. School and nursery reopens for everyone on Monday 7<sup>th</sup> January. Everyone here wishes you a Merry Christmas!**