



Duns Primary School

Dear Parent / Carers,

New School Arrangements

Pupils will return for the new school session on **Wednesday 16th August at 8:50am**. Pupils should make their way to our new school campus and line up according to classes at the rear of the building (facing the High School). There will be cones placed to direct children to the correct class line. Teachers will meet their classes outside and after an official opening of our new school; classes will be piped into the building. We understand that everyone would like to see inside our new school building but as you will appreciate our priority is for the pupils to settle as quickly as possible.

New School Open Afternoon

We will be having an open afternoon for all parents, carers and members of the community on **Friday 18th August** from 1:00pm to 3:00pm. This will be an opportunity to have a look around the building and see the fantastic facilities of our new school.

Information for New P1 Pupils

On the first day, please bring your child to the playground area (to the right of the building) at 8.45am, where your child's teacher will be waiting to greet them. In order to help the children become accustomed to life in school, we will operate a 'phasing in' procedure over the course of the first week. We operate a 'soft start' where you may accompany your child into the classroom between 8.50 and 9.20am during the first week (Wednesday 16th - Friday 18th August). The children will stay for mornings only. Pupils may be collected from the main entrance (which is situated at the front of the school, opposite the swimming pool) at 12.00pm. Children can take a packed lunch from our canteen to bring home. From Monday 21st August your child will stay at school for the full day. Pupils catching the school bus will be supervised by school staff, but will need to be collected by parents during the first week.

Nursery Pupils

Parents should walk their children round to the Nursery entrance (This is located at the front of the building, opposite the swimming pool) for 8:35am (Morning Session) and 12:30pm (Afternoon Session).

Travelling to and from school

We encourage all parents and carers to walk their child to school where possible. Mrs McCraw our school crossing patroller will direct the children across the road at the start and end of the day. Bus children will be dropped off at the bottom car park in the designated bus drop off area and will be directed to the playground by a member of school staff. They will be escorted to the High School at the end of the day to be taken home.

The bottom car park has been identified as a drop off point for those travelling by car and we encourage everyone to use this area sensibly. Please note that the bottom car park is not part of the school grounds and we therefore have no responsibility for the management of this area. There will be no access to the road leading up to the swimming pool / school staff car-park between 8:30 to 9:00am and 3:15 pm to 3:45 pm (Monday to Thursday) and 12:45 until 1:15pm (Friday).

Attached is a 'frequently asked questions sheet' which provides additional information.

We look forward to welcoming everyone to our new school campus after the holidays.

Yours Sincerely

Leanne Stewart

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