

**A warm welcome to  
all our new pupils  
and staff**

**News Bulletin 1**

# Charleston School News Bulletin

**Dear Parents/Carers**

**A warm welcome to all pupils, and their families, returning or joining us here at Charleston School. I hope you all have had a well earned summer break.**

**It is lovely to hear everyone's stories and see happy well rested faces. Staff have already been hard at work preparing for their new classes ready for a busy 2018 – 2019 session.**

**Each class will be sending out their class newsletter shortly to share their weekly timetable and settling in news.**



**We very much look forward to the year ahead and our continued work with you all.**

**A warm welcome to all  
our new pupils and staff**

Charleston Road  
Cove  
Aberdeen  
AB12 3FH

**Anna Cartlidge  
Acting Headteacher**

Phone: 01224 249349

email: [charleston@aberdeencity.gov.uk](mailto:charleston@aberdeencity.gov.uk)

Text message : 07860030710

<http://charleston.aberdeen.sch.uk/>

## Communication

Here at Charleston, we endeavour to keep all our families up to date with news and key information that will help you to support your child, and us, in their learning. Each class will continue to make use of Twitter to share their experiences.

Our website will be used to share and hold key documents and information that you may need. Please don't hesitate to get in contact with your class teacher or member of the leadership team who will be happy to help.

This term we will have a whole school open afternoon where you will have the opportunity to come in to visit your child's class and meet their teacher. We will continue to make use of Group Call where you will receive messages to share information. Please could you help us by letting us know if there are any changes in circumstances or contact details.

## Uniform

It is lovely to see children returning looking smart in their school uniforms. Could I remind parents to ensure that **all** clothing is clearly labelled and named (even gym shoes) as our lost property boxes very quickly fill up with items missing their owners. We have been very lucky to have such nice weather during the holidays, however it can be unpredictable. Therefore, I ask that children come dressed prepared for the weather with jacket and suitable outdoor wear.

## Staffing

Over the Summer holidays there have been some changes to staffing which have affected some classes. I would like to offer a very warm welcome to Miss Pringle who will be taking P6/7, Miss Burdett who will be taking P5/6, Miss Gray who will be taking P4, Mrs Minellis who will take P3/4 on Monday and Tuesday, and Mrs Maitland who will be with P1. They are already proving to be great additions to the Charleston team!

I would also like to congratulate Mrs Hamilton who has been successful in adopting a baby girl over the summer holidays. Following this Mrs Smith will be joining us from this week to work with Mrs Matson in Primary 1/2 on Tuesday and Wednesday each week. We do have other vacancies in school and these will shortly be advertised. We will keep you informed of any further changes as we get staff appointed.

We would like to congratulate Mrs Milne who has now started at Gilcomstoun Primary as Depute Head Teacher on a seconded basis. She will be returning to Charleston each Thursday for the next 5 weeks to complete some of her remits here.

We also congratulate Mrs Johnston in securing a post at Mile End School working with ASN children. She will be leaving us at the end of this week.

Lastly Mr Mike Middleton, who will be joining us as Acting Headteacher, will be joining us in the near future. I, Miss Carlidge, am Acting Head until Mr Middleton's arrival and will work to support and continue our work here during this transition phase. Mrs Grieve will continue as Acting Depute Headteacher until Mr Middleton joins the team.

## Photo and Internet Permissions

At this time of year we like to give parents the opportunity to make any necessary changes to their child's status with regard to photo, internet or Twitter permission. Please drop a note to Mrs Brands in the office if you would like to make any changes to your child's records and we will update the information accordingly.

## **Asthma and Medicines**

Please remember that medicines also have use by dates. Please ensure all medicines, including epi-pens and inhalers, held in school are replaced and kept in date. If your child has been diagnosed with Asthma recently please remember to update their medical records and provide an inhaler to be kept in school.

## **Parking**

Parking and congestion around the school continues to be a major problem. Whilst we fully appreciate that parking spaces are limited, children's safety is paramount. Can I ask for your support in walking to school whenever possible and if you do drive please do so with consideration and care, remembering not to park on any restricted areas eg bus bay, yellow lines, zig zags and disabled parking space.

## **Data Protection: Statement from Aberdeen City Council**

Aberdeen City Council (ACC) collects personal data and information about your child in order to provide your child with a school education. ACC will normally only share information (other than in child protection situations) in order to provide services for your child as part of his/her school education. We collect special category data about your child and process this because it is in the substantial public interest.

We have an agreement with Police Scotland, NHS Grampian, Moray Council and Aberdeenshire Council which governs how we share data with these partners. ACC's partner agencies can be found on our Education Web Site at <https://www.abernet.org/sharinginformation/> with further details of the information that we share with each partner.

The information held by ACC is used to assess, plan, coordinate, deliver and quality assure the education services to your child. The Council does not use an automated process for making decisions about your child or the services required; decisions are made with you.

We will keep this information for a period of 5 years from the maximum school leaving age of your child, as required to by The Pupils' Educational Records (Scotland) Regulations 2003, unless we have a legal responsibility to keep the information for a longer period of time. ACC will keep anonymised data beyond this period for the purposes of auditing service provision and quality assurance.

## **Head Lice**

**See the following reminder from our school nurse.**

## **Mr John Ingram**

I'd like to offer our thanks to all in the community that have shown support and offered kind words to Mr Ingram's family after he sadly passed away last week. I know the family have greatly appreciated this. The funeral on Friday was very well attended with lovely memories, music and stories of John's life being shared. We will all miss him.



Please note all school holidays can be viewed anytime on Aberdeen City Council website at:  
<https://www.aberdeencity.gov.uk/services/education-and-childcare/view-school-term-and-holiday-dates>

### Session 2018/2019

September Holiday Term Ends	Friday 21 September - Monday 24 September 2018 Friday 12 October 2018
Term Begins In Service day Term Ends	Monday 29 October 2018 Friday 16 November 2018 (pupils do not attend school) Friday 21 December 2018
Term Begins Mid Term Holiday In Service Day In Service Day Term Ends	Monday 7 January 2019 Monday 11 February 2019 Tuesday 12 Feb 2019 (pupils do not attend school) Wednesday 13 Feb 2019 (pupils do not attend school) Friday 29 March 2019
Term Begins Good Friday Holiday May Day Holiday In Service Day Session Ends	Monday 15 April 2019 Friday 19 April 2019 Monday 6 May 2019 Tuesday 7 May (pupils do not attend school) Friday 5 July 2019

### Session 2019/2020

Term Starts for pupils September Holiday Term Ends	Tuesday 20 August 2019 Friday 20 September to Monday 23 September 2019 Friday 11 October 2019
Term Starts In-Service Day Term Ends	Monday 28 October 2019 Friday 22 November 2019 (pupils do not attend school) Friday 20 December 2019
Term Starts Mid Term Holiday In-Service Day In-Service Day Term Ends	Monday 6 January 2020 Monday 17 February 2020 (pupils do not attend school) Tuesday 18 February 2020 (pupils do not attend school) Wednesday 19 February 2020 Friday 3 April 2020
Term Starts May Day Holiday In-Service Day Session Ends	Tuesday 21 April 2020 Monday 4 May 2020 Tuesday 5 May 2020 (pupils do not attend school) Friday 3 July 2020

### Dates for your diary:

28<sup>th</sup> August – P7 House Captain and Vice Captain applications to be handed in

29<sup>th</sup> August – P1 lunches

29<sup>th</sup> August – P7 Cromdale Pupil afternoon and Parents Meeting @ 3:30pm

29<sup>th</sup> August – P4 Swimming Starts (to run until November)

30<sup>th</sup> August – P1 lunches

30<sup>th</sup> /31<sup>st</sup> August – P7 House/Vice Captain Interviews

3<sup>rd</sup> September – P1 full days

3<sup>rd</sup> September – P1 Curriculum Open Afternoon – 1:30pm

5<sup>th</sup> September – Cyberbullying bus will visit school for all classes visit

6<sup>th</sup> September – Booster Cushion ‘Peter Pan’ performance P1 -3

7<sup>th</sup> September – P2 – 7 Open Afternoon

8<sup>th</sup> October to 12<sup>th</sup> October P7 Cromdale Residential Trip

Please let us know of any query, concern, complaint or compliment relevant to our service.

Child's Name \_\_\_\_\_ Class \_\_\_\_\_  
(optional)

Parent/Carer signature \_\_\_\_\_ Date \_\_\_\_\_  
(optional)

We will acknowledge receipt of this slip within 5 working days. If appropriate a full reply will follow within 15 working days. Any urgent issue eg Health and Safety will be dealt with more quickly. All issues will be dealt with as per our usual customer standards. Every effort will be made to ensure problems are resolved. However, on the rare occasion that you remain dissatisfied with our service further action can be taken by contacting our Quality Improvement Officer at Marischal College, Broad St, Aberdeen, AB10 1AA.



Just a wee reminder that headlice are always around. There is no particular season for headlice so that is why we should all be checking our children's hair on a weekly basis. The best way to do this is to choose one evening when you have plenty of time:

- settle your child with a DVD or a book
- wet their hair and apply conditioner
- comb methodically section by section with a fine tooth comb
- check between each stroke
- if you have something on the comb wipe it on some kitchen towel
- check to see if it is a head louse

Only if you find live headlice should you treat with the medications available at pharmacies etc. Your pharmacist will be able to advise on particular brands but the rule of thumb is 2 applications (1 week apart) to your child's hair.

Headlice do not jump, fly or swim they are spread by direct head to head contact. If your child has headlice remember to check all family members including adults and extended family members eg Grandparents, as headlice are often spread to adults when you are hugging your child.

Children have many activities outside school so school is not always the source of the infection. If your child does have headlice please notify the school. This is only for the purpose of identifying the extent of the problem. Please do not wait for a notification from school as this is rarely done in accordance with NHS Grampian Headlice Policy.

Be proactive – check once a week. Remember if you have hair you can get headlice.

If you have any questions or concerns or wish further advice please do not hesitate to contact me on the numbers below.

Jill Rattray  
School Nurse  
01224 241720