

22 April 2024

Dear Parent/Carer,

We are delighted that your child has been allocated a place at Carmondean Primary School and we look forward to welcoming you in the coming weeks.

Please find attached our 2024 transition calendar. If your child attends our Early Learning & Childcare Centre (ELC) there will be additional informal visits to the school, particularly in the school holidays. If your child does not attend our ELC but you feel they require an enhanced transition to school, please get in touch and we can arrange a meeting with your current ELC to discuss this in more detail.

We pride ourselves on our strong transition programme at Carmondean Primary School and this has developed over the years through parent/carers and child feedback. We look forward to welcoming you and your child.

Kind Regards,

Mrs R. McCann  
Acting Depute Head Teacher

**Carmondean Primary School  
ELC-P1 Transition Calendar 2024**

<b>January 2024 onwards</b>	Our Primary 6 pupils support reading and play within our ELC on a weekly basis. Our Early Years Practitioners closely observe the relationships that are formed during this time and this helps us match up children for our P1-P7 buddy programme. Every P1 will be allocated 1 or 2 buddies to support them through their first year at school. If your child does not attend our ELC we will discuss this with their current ELC and match them as we see fit.
<b>March 2024 onwards</b>	Weekly visits for ELC children to the P1 and P2/1 classes for a story, on either Monday afternoon or Thursday morning.
<b>Tuesday 14 May</b> 3 week block (sign up required if interested)	We are running a 3 week block of family learning sessions. These sessions will be fun, interactive and look at how we teach literacy, numeracy and health & wellbeing within P1 at Carmondean. The group will be held within the school from 2.00 – 3.00pm on a Tuesday and you can find the 3 dates below. Parents/carers must sign up by emailing <a href="mailto:wcarmondean-ps@westlothian.org.uk">wcarmondean-ps@westlothian.org.uk</a> . Please let us know the name of the adult attending and your child's name. (14.05.24, 21.05.24, 28.05.24)
<b>Thursday 6 June</b> <b>3.45pm-4.30pm</b>	All parents/carers and their children are welcome along to visit our classrooms on Thursday 6 June from 3.45pm-4.30pm. Our senior leadership team will be on hand to answer any queries and it will be a fantastic opportunity to see our classrooms, playroom and resources.
<b>Friday 7 June</b> <b>11.00-11.45am</b>	All parent/carers are welcome along to Carmondean PS on Friday 7 June at 11.00am for a short presentation about our school and what you need to know before your child starts (please note, the presentation should last no more than 45 minutes). Your child is invited into their P1 classroom during this time and will meet their teacher. Once the presentation is finished your child will be brought to meet you. Our P7 buddies will be there to hand over your transition pack which includes forms that require completion before August.

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<p><b>Wednesday 12 June</b> 11.15-11.50 noon</p>	<p>All children are invited to lunch in school along with their parent / carer. Please click on the link for more information and to let us know if you are able to attend. <a href="https://forms.office.com/e/sMDYq1cqsE">https://forms.office.com/e/sMDYq1cqsE</a></p>
<p><b>Thursday 13 June</b> 9.30am-10.15am</p>	<p>All children are invited along, <u>without their parent/carer</u> for a 45 minute visit to their new classroom from 9.30am-10.15am. Their Class Teacher will read a story, support an activity and take the children into the playground to play.</p> <p>If your child attends our ELC at this time, we will take them to their classroom. If they do not, please drop off and collect your child from the office entrance.</p>
<p><b>Monday 17 June</b> 2.00pm-2.45pm</p>	<p>All children are invited along, <u>without their parent/carer</u> for a 45 minute visit to their new classroom from 2.00pm-2.45pm. Their Class Teacher will read a story, support an activity and take the children into the playground to play.</p> <p>If your child attends our ELC at this time, we will take them to their classroom. If they do not, please drop off and collect your child from the office entrance.</p>
<p><b>Wednesday 7 August</b> 10.00am-10.45am</p>	<p>Biscuits and Blether! Children and their parents/carer are welcome into our P1 classrooms for a play. There will be tea/coffee and biscuits for the adults to enjoy while the children play. Please note, your child's class teacher will not be there during this session and it will be led by our Depute Head Teacher and Early Years Officer.</p>
<p><b>Tuesday 13 August</b> 9.00am-3.15pm</p>	<p>All children will start school on this day. Children are encouraged to arrive between <b>9.00-9.15am</b> at the lower school gate. A member of the Senior Leadership Team will be there to greet all children. <b>Your child will be dismissed from the central playground gate at 3.15pm</b> <b>Monday – Thursday and 12.25pm on a Friday.</b></p> <p>As of Wednesday 14 August children should arrive between 8.40am-8.55am as this is our normal start time. Registers are taken at 8.55am.</p>