

Broomlands Primary School – January 2026

Welcome back to a new term, and happy new year to all our families. I hope you had a restful break over the Christmas period and are looking forward to a great year ahead.

We have a few important messages as we start this new term (apologies for the quantity!) Please take a few minutes to read through these to familiarise yourself with these processes and procedures.

Parent Helpers

We appreciate parent volunteers and value your support. To ensure a safe and respectful environment, as we move into the new year all parent helpers will receive a code of conduct guide from the school office. Please review and sign the return slip to confirm your agreement.

Breakfast Club Plea



For over two years, our Breakfast Club has provided a healthy start to the school day for many children. This initiative relies on the dedication of parent volunteers. Due to changes in family and work commitments, we are now in urgent need of additional volunteers. The commitment is flexible—typically once a week or once a fortnight, from 7:50 to 8:30 am. Training and support will be provided by current volunteers or school staff.

If we are unable to gather a few more volunteers, we will have to seriously consider whether we can sustain the Breakfast Club into the next school year.

We are very keen to avoid losing this valuable resource. Please let us know via the school office or speak to a staff member or Parent Council rep if you might be able to help.

Child Protection

All staff are trained and required by law to act if they believe a child is at risk of harm. The Head Teacher, or in their absence the Depute Head Teacher, serves as the Child Protection Coordinator.

If you have concerns about a child's safety, contact the Duty Children & Families Social Work Team at 01896 662787, or 01896 752111 out of hours. If you believe a child to be in immediate danger, call 999.

Further information, including the Scottish Borders Child Protection Procedures, is available at: <http://onlineborders.org.uk/community/cpc>

Road Safety

Miss Amos' Primary 6 pupils, supported by the JRSOs, will begin planning a campaign to promote road safety for our school community next term. The initiative aims to raise awareness of travel risks, encourage safe crossing practices, highlight the importance of using the school crossing patrol and promote responsible parking near the school. We encourage all families to support and engage with this campaign in the coming weeks.

Lunchtime & snacks

Following discussions with representatives from the Parent Council we wanted to remind you that a home lunch is an option for our children. P1–3 children must be collected by an adult; P4–7 may go home independently with parental permission (please be aware there is no crossing patrol at lunchtime). Please provide healthy snacks, as sugary foods can negatively affect learning. Afternoon snacks are **not** required. Please save the expense and hassle as your children finish school just an hour after the end of afternoon break.

Thank you,
Mr Lindsay

- Please use the **Groupcall Xpressions App** as the main point of contact with the school office. This can be downloaded easily onto a smartphone on both Apple and Android devices.
- Neither **dogs** nor **smoking** are permitted anywhere on school grounds.

- **Allergies** – As a school, we try to be allergy aware. It is very important that children do not bring food containing peanuts in the lunches/snacks. We have children in school with severe allergies and must ensure their safety.
- **Spare clothes** – We ask that P1-3 children could have spare clothes in their school bag (pants, socks joggers, etc.)
- **Label Clothes** – please ensure all clothes, water bottles and lunch boxes are clearly labelled.
- Please be aware that staff can only administer **medication** prescribed by a medical professional. A form is required which you can fill out from the school office.
- **Recycling** – Please donate to the ragbag bin, with items bagged prior to being deposited. We are paid with each kilogram received; money which we use to improve resources for the children.
- **Parent Council** – Our last AGM was very positive, and we remind you that this is open to all and we would all be delighted if you could come along and have a voice in how the school runs.

Request for Support re Good Sleep Habits

As we settle into the new term, we are really pleased to see the children getting back into their routines. However, we have noticed that a number of pupils are arriving at school extremely tired, with some unable to stay awake during lessons. Several children have shared that they have been using gaming devices late into the night.

We kindly ask for your support in ensuring that children are getting to bed at a reasonable time and having a break from screens before bedtime. A good night's sleep makes a huge difference to their wellbeing, focus and learning throughout the school day.

Thank you for your continued support.

Sleep hygiene for children and adolescents
 Sleep hygiene refers to the daily habits and routines that affect nighttime sleep quality and daytime alertness.

Poor sleep hygiene	Good sleep hygiene
<ul style="list-style-type: none"> Allowing excess light in the room (eg, window) Using devices with screens within 1 hour of bedtime or while in bed Keeping the room too warm Eating or drinking within 1 hour of bedtime Consumption of caffeine, even during daytime 	<ul style="list-style-type: none"> Using light-blocking shades to make the room dark Using a fan or air conditioner to keep the room cool Reading a calming story before bedtime If thirsty, drinking a small glass of water

Additional sleep hygiene tips

Try to follow a regular schedule for daily activities and events

• wake-up time	• outdoor exercise	• meals
• schoolwork	• presleep relaxation	• bedtime

Allow children to get enough sleep for their age

Age	3-5 y	6-12 y	13-18 y
Sleep time	10-13 h	9-12 h	8-10 h

Attendance

If your child is absent for any reason, please contact the school office to make them aware. If for any reason we have not been informed of an absence a group call will be sent to ascertain the reason for absence. If we don't get a response to the groupcall then we will endeavour to speak to one of your chosen emergency contacts. If we are unable to make contact we will, in line with other SBC schools, need to contact partner agencies to ensure we can guarantee the safety of our youngsters.

Please do all you can to arrange medical or dental appointments out-with school time. If you are unable to do this then please let the school know in advance, in writing, so we have a clear record of this. Children being collected for appointments during the school day should leave only via the main reception. Thank you for your support with this.

Free School Meals and Clothing Grant

Please use the link below to find out more about what is available to you. Scottish Government continues to support free school meals for all P1-5 children.

Eligible families should register for free school meals to access additional support and increase school funding.

https://www.scotborders.gov.uk/info/20040/clothing_meals_and_transport/480/free_school_meals_and_help_with_schoolwear

Uniform can be ordered from www.border-embroideries.co.uk.

Party Invitations

Unfortunately, we are unable to provide lists of children in classes to parents due to data protection regulations. Likewise, we ask that parents hand party invitations out themselves as teachers cannot hand these out during learning time. The class line-up in the morning may be the best option, if required.

School Lunches

Please order school lunches online via ParentPay. Meals can be ordered weekly, monthly or up to a term at a time. If you place weekly orders, we kindly request that these are submitted over the weekend to help reduce administrative workload on Monday mornings. That would be greatly appreciated.

Holidays

A copy of school holidays for the coming year are available on the SBC website at <https://www.scotborders.gov.uk/schools-learning/term-holiday-closure-dates/2>

Dates for the Diary

Date	Event Details
19 January	Teaching Student (Miss Middleton) begins work with Miss Scott & P7
30 January	P7 Crucial Crew Safety Event – Springwood Park
5 February	P7 Sports Hall Athletics for selected pupils
12 February	P7 Residential Parent Information Session, 6pm, School Dining Room
13 February	Last day at school
16 – 20 February	Holiday Week
23 February	In-Service Staff Training Day