



## Parents Handbook 2024/25

Dear Parent(s),

We hope that you have had a wonderful summer and have had time to rest and enjoy family time. We are looking forward to welcoming your children back into the school for our new 2024/25 session.

Last year was filled with many highlights with children making significant progress in their learning journeys across the curriculum. They also had the opportunity to engage in creative arts activities developing their confidence and expression in different ways. This led to the wonderful performance of a musical based on the book Daniel - we are so proud of the way in which the children rose to the occasion for this and shone in many different ways throughout the process.

As a new session begins we are continually thankful for the support that you as parents give to us and the school. We are looking forward with anticipation to all the opportunities there will be for the children to grow and develop over the coming year. At the centre of all we do we give glory to our God who sustains and enables us each new day and is worthy of all the glory and honour in everything.

With kind regards,

*Rachel Meldrum*

Rachel Meldrum

Head Teacher, Regius School

**Regius School**

*"Christian Education to Transform a Generation"*










69a Whitehill Street, Newcraighall, Musselburgh, EH21 8QZ

Tel: 07932 801780 | E-mail: [office@regius.edin.sch.uk](mailto:office@regius.edin.sch.uk) | [www.regius.edin.sch.uk](http://www.regius.edin.sch.uk)

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## Meet Our Staff

<div>Head Teacher</div> <div>Rachel Meldrum</div> <div></div>	<div>School Board Chairman</div> <div>Roger Wilcox</div> <div></div>	
<div>Administrative Lead</div> <div>Lisa Lough</div> <div></div>	<div>Finance Lead</div> <div>Sharon Lee</div> <div></div>	
<div>Class Teacher</div> <div>Mrs Fisher</div> <div></div>	<div>Class Teacher</div> <div>Mrs Constable</div> <div></div>	
<div>Classroom Assistant</div> <div>Mr Lam</div> <div></div>	<div>Classroom Assistant</div> <div>Mrs Mitchell</div> <div></div>	
<div>Music Teacher</div> <div>Mrs Hewitt</div> <div></div>	<div>Scripture Teacher</div> <div>Mrs Chapin</div> <div></div>	<div>Spanish Teacher</div> <div>Mrs Künzi</div> <div></div>



# Christian Education

to Transform a Generation



## Worship and Prayer

The presence of God is celebrated through creative worship and prayer throughout the school day.

## Kingdom Creativity

God-given creativity is nurtured and celebrated. Creativity can be found in every curricular area and there are regular opportunities for it to be expressed.

## Family Involvement

Family is honoured and seen as God's heart for nurturing, teaching and bringing up children. Families are encouraged to be an active part of the Regius Community and a support to each other.

## Knowledge of God

Children and staff seek to know and love God, they study His word and experience the working of the Holy Spirit.

## Excellence in Education

Following the Scottish Curriculum for Excellence, children are appropriately challenged and supported in their learning to achieve their full potential. Staff are qualified, trained and continually developing professionally.

## Culture of Honour

Children and staff respect one another and feel seen, known, valued and heard. Godly behaviour is understood to come from 'bearing fruit by abiding in the vine'.



## Important Information

### The School Day

School starts at 8:45am and finishes at 3.15pm, except on Fridays when school finishes at 12.30pm.

### Parking

Cars are not allowed in the school car park for collection or when dropping off. Please also do not park in the enviropak car park.

### Absences

If your child is absent or you need to communicate that somebody unexpected is collecting your child at the end of the day, please use the school mobile. You may call, text or WhatsApp the school mobile at 07932 801780.

### Illness

**Should I keep  
my child off  
school or childcare?**

**✓ Yes**

Illness	Until...
Chickenpox	at least 5 days from the onset of the rash and until all blisters have crusted over
Diarrhoea and vomiting	48 hours after their last episode
Cold and flu-like illness (including COVID-19)	they no longer have a high temperature and feel well enough to attend. Follow the advice on NHS inform if they've tested positive for COVID-19
Impetigo	their sores have crusted and healed, or 48 hours after they started antibiotics
Measles	4 days after the rash first appeared
Mumps	5 days after the swelling started
Scabies	they've had their first treatment
Scarlet fever	24 hours after they started taking antibiotics
Whooping cough	48 hours after they started taking antibiotics

**✗ No**

but make sure you let their school or childcare know about...

Hand, foot and mouth	Head lice	Threadworms
Glandular fever	Tonsillitis	Slapped cheek

Parents and carers can find further health advice on [nhsinform.scot](https://nhsinform.scot)

#### Advice and guidance

To find out more, scan the QR code or visit [publichealthscotland.scot/hpcyp](https://publichealthscotland.scot/hpcyp)



## **Communications**

Throughout the school session there are many opportunities, both formal and informal, for communication between parents and the school. In the first term there will be the first of two opportunities for Parental Consultations offered in the year, and a final written report is sent home in June. Additionally the school organises assemblies, celebrations and performances to which parents and carers are invited.

In addition to these occasions parents may contact the school to make an appointment to meet the class teacher or Headteacher, if you would like to do this please email [office@regius.edin.sch.uk](mailto:office@regius.edin.sch.uk).

If you have information to pass onto staff at the beginning and end of the school day please WhatsApp or message the school phone on 07932801780. Once the school day has begun, our staff are focussed on their roles in educating and looking after your children and extended communication or entry into the building without an appointment is not possible. Our Headteacher is committed to class teaching, and we do not have a reception/office area. If you require to speak with a member of our staff team, please email or phone for an appointment. We recognise that situations may arise from time to time where a child may need to be picked up early, due to illness at school, or an appointment– in such cases the school will be in touch or can be contacted by telephone.

## **School Calendar**

Our Regius School Public Google calendar can be added to your digital calendars. This calendar will contain information on school holidays, parent teacher consultations, field trips, end of term parties and other useful dates. If you wish to have this inputted directly onto your devices and have not already added the calendar, please email [office@regius.edin.sch.uk](mailto:office@regius.edin.sch.uk) to request an invitation.

## **Other Communications**

Major announcements are always sent via email but we also have a Regius Parents WhatsApp group and private Regius Parents Facebook group.

If you would like to be added to the Regius Parents WhatsApp group please email the telephone number that you would like to be added to: [office@regius.edin.sch.uk](mailto:office@regius.edin.sch.uk)

If you would like to join the private Regius Parents Facebook group, you can do so by clicking on the following link: <https://www.facebook.com/groups/regiusschoolparents>

## **PE**

PE is on a Wednesday for the whole school. Please send your children in their PE uniform on Wednesdays.

## **P1's Soft Start**

If you have an incoming P1 and you would like them to benefit from a 'soft start' you are welcome to pick them up early at 12:30pm for the first two weeks. If you would like your P1 child to stay at school for the duration of the school day from the beginning of term, there will be opportunities for them to have a quieter afternoon within the school and you can then collect them at 3:15 as normal. Please let us know what your preference is by emailing: [office@regius.edin.sch.uk](mailto:office@regius.edin.sch.uk).





## 2024/25 - School Term - Fee Notice

Dear Parent,

We are looking forward to welcoming your child(ren) to Regius School for the upcoming school year.

The table below gives our Term Start and End dates.

2024/ 2025	Autumn Term	New Year Term	Summer Term
Term Starts	19 <sup>th</sup> August 2024	7 <sup>th</sup> January 2025	23 <sup>rd</sup> April 2025
Term Ends	18 <sup>th</sup> December 2024	4 <sup>th</sup> April 2025	26 <sup>th</sup> June 2025

Our school fees have been set at a level that allows as many families as possible to benefit from a Christian education, which we believe is God's will for the school.

School fees payable for the 2024/25 school year are:

2024/25	Fee per term	Total fee for 2024/25 school year	Monthly payment
One Child	£2016	£6048	£504
Two Children	£3448	£10344	£862
Three Children	£3984	£11952	£996

Schools fees are payable monthly over a twelve month period, with the first payment due on 5<sup>th</sup> of August 2024. In accordance with the Parental Contract, subsequent payments need to be made on or before 5<sup>th</sup> of each month, which allows us to manage our cash flow position. If preferred, school fees can be paid to the school in full prior to the start of the school year or termly prior to the start of each school term. If payments are made termly, they are to be paid on 5th August 2024, 5th December 2024 and 5th April 2025 so that the payments are spread evenly across the year.

As a reminder, if a parent or guardian wants to remove a child from Regius School, a full term's written notice is required to be received by the school at, or before, the end of the previous term. Further details are contained in the Parental Contract.

**For parents of P7 children**, the summer term ends on 26<sup>th</sup> June 2025 and the final fee payment is due shortly afterwards on 5<sup>th</sup> July 2025. If you would like to accelerate your payments, so that the final payment takes place in June 2025, prior to your child graduating and before the end of term, we can work out an 11 month payment schedule for you.

Our recommendation is to set up a standing order from your bank account, to pay the fees by the due date each month. Bank details will be given upon request.

Any financial queries should be directed to our Finance Lead, Sharon Lee, at [finance@regius.edin.sch.uk](mailto:finance@regius.edin.sch.uk).

Yours sincerely,

*Roger Wilcox*

Roger Wilcox

Chairman and Finance Director, Regius School Board



## 2024/25 Uniform Information

### Mandatory Uniform Items

**Boys:** White collared shirt with logo (long or short sleeved), bottle green jumper with logo, dark grey trousers or shorts, tie (available from the school), black school shoes.

**Boys PE Uniform:** Polo shirt with logo, black athletic shorts or joggers, black trainers (preferably waterproof).

**P1-4 Girls:** Winterbottom's green tartan pinafore, white collared shirt (long or short sleeved), bottle green knee-high socks and black modesty shorts or bottle green tights, bottle green cardigan with logo, black school shoes.

**P5-S2 Girls:** Winterbottom's green tartan junior kilt, white collared shirt with logo (long or short sleeved), bottle green cardigan with logo, bottle green knee-high socks and black modesty shorts or bottle green tights, black school shoes.

**Girls PE Uniform:** Polo shirt with logo, black athletic shorts or joggers or sport leggings, black trainers (preferably waterproof).

**IMAGE SCOTLAND** - please use the following link to shop online for our main uniform items:

<https://regiusschool.imagescotland.com>

Items from Image Scotland can be delivered to the school free of charge or you can have them shipped directly to your home for a £4 shipping fee. Please note, delivery can take up to six weeks.

### Items for Purchase from Image Scotland:

- Jackets with the school logo
- Cardigans with the school logo for girls
- V-neck jumpers with the school logo for boys
- White, long or short sleeved, shirts with the school logo (for P5-S2 girls and P1-S2 boys)
- PE polo shirts with the school logo for boys and girls
- Black athletic shorts (boys and girls), black joggers (boys and girls), black leggings (girls only)
- Boys trousers



## Other Uniform Items for Girls

- Winterbottom's green tartan pinafore, for P1-4 girls:  
<https://www.schooluniformshop.co.uk/product.php/2840/432/winterbottoms-junior-bib-pinafore-green-tartan>
- Winterbottom's green tartan junior kilt, for P5-P7 girls:  
<https://www.schooluniformshop.co.uk/product.php/2139/431/winterbottoms-junior-kilt-green-tarta>
- Winterbottom's green tartan senior kilt, for S1-S2 girls (if they have outgrown the junior kilt):  
<https://www.schooluniformshop.co.uk/product.php/2854/431/winterbottoms-senior-stitch-down-knife-pleat-skirt-green-tartan>

You are welcome to buy the other uniform items from suppliers of your choice, provided they align with the mandatory uniforms outlined above.

Suggestions of where to buy the other items are outlined below for ease.

- Bottle green tights:  
<https://www.johnlewis.com/john-lewis-anyday-kids-cotton-rich-tights-pack-of-3/green/p109882777>  
or  
[https://www.marksandspencer.com/3pk-cotton-rich-school-tights-3-14-yrs-/p/clp60617550?prevPage=srp#intid=pid\\_pg1pip9g4r1c1](https://www.marksandspencer.com/3pk-cotton-rich-school-tights-3-14-yrs-/p/clp60617550?prevPage=srp#intid=pid_pg1pip9g4r1c1)
- Bottle green socks:  
<https://www.johnlewis.com/john-lewis-anyday-kids-knee-high-socks-pack-of-5/green/p3055141>
- Black modesty shorts:  
<https://www.marksandspencer.com/2-pack-girls-cotton-with-stretch-shorts/p/clp60097352> or  
<https://www.next.co.uk/style/st132639/990649#990649> or  
<https://www.next.co.uk/style/su053230/247618#247618>
- White collared shirt (long or short sleeved), for P1-4 girls:  
[https://www.marksandspencer.com/3-pack-girls-regular-fit-easy-to-iron-blouses/p/clp60098370?color=WHITE#intid=carousel\\_FUNH\\_AT\\_PHOENIX-SIMILAR\\_END\\_PDP\\_16\\_5:8a86d2c4-ab44-4f58-aacf-bdced7edd2d5](https://www.marksandspencer.com/3-pack-girls-regular-fit-easy-to-iron-blouses/p/clp60098370?color=WHITE#intid=carousel_FUNH_AT_PHOENIX-SIMILAR_END_PDP_16_5:8a86d2c4-ab44-4f58-aacf-bdced7edd2d5) or  
[https://www.marksandspencer.com/2-pack-girls-regular-fit-easy-to-iron-blouses/p/clp22225033?color=BLUE&prevPage=srp#intid=plpnav\\_pid\\_pg1pip2g4r1c1](https://www.marksandspencer.com/2-pack-girls-regular-fit-easy-to-iron-blouses/p/clp22225033?color=BLUE&prevPage=srp#intid=plpnav_pid_pg1pip2g4r1c1)
- Black sport leggings for PE: <https://www.next.co.uk/style/st057573/795165#795165>
- Black PE trainers: <https://www.next.co.uk/style/st867877/m36515#m36515>
- Hair bands, bobbles, bows and scrunchies should be dark (bottle) green in colour.

## Other Uniform Items for Boys

You are also welcome to buy these uniform items from suppliers of your choice, provided they align with the mandatory uniforms outlined above.

Suggestions of where to buy the other items are outlined below for ease.

- Dark grey socks:  
<https://www.johnlewis.com/john-lewis-anyday-kids-cotton-rich-socks-pack-of-7/charcoal/p5323698>  
or <https://www.next.co.uk/style/st080615/u30953#u30953>
- Dark grey shorts: <https://www.next.co.uk/g98349s6/988259#988259>
- Dark grey trousers: <https://www.next.co.uk/g98349s2/188741#188741>
- Black PE trainers: <https://www.next.co.uk/style/st867877/m36515#m36515>