



# Broxburn Primary School



## Newsletter

January 2026

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Website: <https://broxburnprimary.westlothian.org.uk>

### Open Door Policy

Parents and Carers are most welcome to visit the school at any time.

Please arrange an appointment at the school office.

Please see below for the member of our Leadership team with responsibility for your child.

**Mrs Joubert ELC — P2**

**Mr Anderson P3 — P5**

**Mrs Harrison P6 — P7**

Dear Parents/Carers,

Welcome back and a Happy New Year to all. I hope you all had a wonderful festive break. We look forward to supporting the children with engaging learning this term and have lots of exciting experiences planned.

After all of the opportunities to dress up, dress down and wear Christmas accessories please can we remind everyone to return to wearing our school uniform each day. This is black or grey trousers, joggers or leggings, and royal blue (black for P7) jumper or hoodie. Even on PE days all children should continue to wear their school top and a plain white or blue t-shirt. In order to help with the cost of school uniform for all we continue to offer free, pre-loved uniform on the clothes rail which is available every day in the playground. Thank you for your help to show that we all belong, by wearing the uniform every day.

Kind Regards, Mrs Davies, Head Teacher

### Reminders

Please can we politely remind all families of essential information to help us in school. Please:

- let us know asap each day your child is absent so that we can complete our Safe Arrival checks and don't have to visit homes to check the safety of children..
- tell the school office in advance if you are collecting your child for an appointment, so they can arrange to have them pop down to the office. Thank you.

## Well Done

Congratulations to all of the children who were selected to attend the Head Teacher Tea Party last term. This special event celebrates one child from each class who has consistently gone above & beyond, all term



## Safety

Please can we ask for your help in reminding children that once they are in the playground in the morning, they should not leave again. This is to ensure that all children who have arrived or been dropped off at school remain safe.

## Winter Ready

During the holiday the weather has become very cold which may lead to an icy playground. Please find below information regarding severe winter weather :

- One initial safe walking route into the building will be cleared in icy/snowy conditions, this runs from the top gate of the playground to the main door. Further paths will be cleared as the day progresses.
- The Hall is open for all children to wait in, until the start of the school day. Access on snowy, icy days is through the main school door.
- Groupcall will be used to inform parents/carers of any closures. This information will also be shared on the council's website at <https://www.westlothian.gov.uk/schoolclosures> and via social media channels.
- Parents/carers should ensure that the school has up to date contact information for them
- Parents/carers should make the decision on whether they feel it is safe for their child to travel to school in severe weather, depending on their individual circumstances. Please contact us as soon as possible if your child will not be attending.
- In the event of school closure, pupils should continue to access learning activities through Seesaw (ELC - P3) and Teams (P4-P7). Please contact the school if you need help accessing this.
- If your child develops vomiting or diarrhoea please ensure they remain off school until they have been symptom free for at least 48 hours..
- More information is available at <https://www.westlothian.gov.uk/article/47224/Winter-Ready-for-Schools>

Please take note of the information above to help to keep everyone safe.

## Parent Council Meetings

The Parent Council meet throughout the school year to support improvements within the school and they extend a warm welcome to anyone new who would like to come along. Meetings will take place in the School Staff Room on the following dates:



- 15th January 2026 —6.00pm—7.00pm
- 5th March 2025 —6.00pm—7.00pm
- 4th June 2025 —6.00pm—7.00pm

AT PARENT COUNCIL MEETINGS THERE IS CHILDCARE AVAILABLE IF YOUR CHILDREN NEED TO COME ALONG WITH YOU.

## PARENT COUNCIL EVENTS:



The Parent Council would like to thank everyone who came along and supported the Christmas Fair and



took part in the Christmas Jumper Fundraising for Jaxon's Gift.

## Positive Relationships Policy

In order to let all of our families know how we address issues which arise in school we have refreshed our Better Behaviour, Better Learning Policy and re-named it our Positive Relationships Policy. It now includes statements regarding equality and diversity and anti-bullying. As part of this refresh we have also reviewed our anti-bullying guidance and we have sent electronic copies of both along with this newsletter. We would welcome your feedback on either using the Comments & Concerns e-form linked below:

<https://forms.office.com/Pages/ResponsePage.aspx?id=oyzTzM4Wj0KVQTctawUZKRuvHM9VAzVPLZh9JD-QfpIUMDFETkswUIJTSFYIOVhXTIRLTthHMuZTVy4u>

## School Communication

In school we use the following methods of communication:

- By phone on 01506 280650
- By email on [wlbrouxburnps@westlothian.org.uk](mailto:wlbrouxburnps@westlothian.org.uk)
- Groupcall
- School Website & X
- Annual Calendar
- Regular Newsletters



Please join the **Parent Portal App** to update information so that we always have your **most up date details** to ensure you don't miss any important communication.

## Comments & Concerns

As a school we have care at the centre of our vision and at the heart of all that we do. We want all our children to feel cared for so that they inspired to achieve their full potential. To help us to achieve this we welcome your feedback and value your opinions. If you have any comments or concerns, you would like to share then please use the link below:



<https://forms.office.com/Pages/ResponsePage.aspx?id=oyzTzM4WjOKVQTctawUZKRuvHM9VAzVPLZh9JD-QfpIUmdFFETksWUIJTSFYIOVhXTIRLTlhHMUZTVy4u>



You are also welcome to email us using the school email address:

[wlbrouxburn-ps@westlothian.org.uk](mailto:wlbrouxburn-ps@westlothian.org.uk).