



Fiona J Robertson
Headteacher

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Contact

Our ref

Your ref

Date 15th August 2016

Dear Parent/Guardian

Important Information for Academic Session 2016/17

The new school year is now upon us and we hope that 2016/17 will be a successful year for all our pupils.

All of the following information can be found on our website, which we would encourage you to check on a weekly basis at www.perthgrammar.org.uk

1) Diary Dates: For your information please find below the important dates for S4 pupils

Activity	Date
Senior Phase Evening	Thursday 29 th September 2016
Full Report	Friday 7 th October 2016
Careers Fayre	Monday 28 th November 2016
Contact Evening	Thursday 12 th January 2017
Prelims	Monday 23 rd January–Friday 3 rd February 2017
Short Report	Tuesday 7 th March 2017
Contact Evening	Monday 13 th March 2017

We will continue to use the online booking system. Instructions will be sent out for each Contact Evening.

If you have any queries with your child's report please do not hesitate to contact their Guidance Teacher.

2) Group call Text Messaging: As you know one of our main forms of communication with parents is through our text messaging system called Group call. We regularly send reminders for events such as Parents' Evening and this will be our main way of contacting you if the school has to close for any reason. However, we also send messages to parents for the following reasons:

- If your child has not turned up to school by 10am and we have not received a phone call to explain this absence

- If your child has attended detention on that day or is due to attend detention the following day

It is vitally important that we have your correct details in order to be able to contact you, therefore, if you change your mobile number at any time please contact the school with the new details.

It is also vitally important that you contact us if your child is not going to be at school or they are going to be late. This can be done by calling 01738-472888.

3) Group Call Emails: Our other main form of communication is to send a group email to parents on a weekly basis with information about what is happening in the school. Please ensure we have your email address so that you can receive this information.

4) Consent Forms: At Perth Grammar School we run a number of trips out of school. These include trips for subjects, for example Science or Music trips, as well as a lot of PE trips for football, hockey etc. We would like you to complete and return the attached consent Form by **Friday 26th August 2016**. This will be held on file for the whole year. Any trips which involve visiting foreign countries, long distance, for example Alton Towers or require different information from you will require another consent form to be completed.

You will still be informed of the trip by the teacher in charge, giving the same details as before, however, we are asking you to ensure that any changes in contact details, including emergency contacts, are given to us straight away so we can change our records

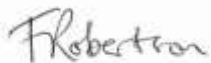
5) Online Payments System (Parent Pay): We are now using the online payments system for all foreign trips, trips over £10, Home Economics and dinner money. You should have already previously received an activation letter to enable you to set up your account, but please contact the office if you have not received this.

6) Parent Council: At PGS we have an active Parent Council but we would like to encourage more parents to get involved. Our Annual General Meeting is being held on **Tuesday 13th September at 6.30pm** and we would welcome all parents to attend.

7) Annual Data Check Form: We want to ensure our information is up to date and would be grateful if all parents could check, amend, sign and return the form by **Friday 26th August 2016**.

8) School Photographs: Your child will have their photograph taken on **Monday 12th September 2016**. They will be given a sample to bring home for you to order. For this occasion pupils MUST wear a white shirt and school tie. Pupils will be asked to remove any tops, jumpers or cardigans.

Yours sincerely



F Robertson
Head Teacher