

**Welcome to
Maidenhill
Primary:
P1
Information
2019 - 2020**

Maidenhill Primary School Induction Information

Parent/ carer information session- Wednesday 29 May 2019, 5-6 pm, Fairweather Hall

Parent/ carer and child session- Wednesday 5 June 2019, 4.30-5.30 pm, Fairweather Hall

Open afternoon for parents/ carers and children- Friday 16 August 2019, from 2pm

Welcome to Maidenhill Primary School. We are delighted that you and your child are joining us on this exciting new journey. We look forward to working with you over the coming months and years. Our aim is to make your child's transition to Primary One a happy, enjoyable time and the beginning of a successful and positive school experience. However we do recognise that this can be an anxious time for both children and parents and hope that the information contained in this pack will provide some practical advice and support as well as key information.

At Maidenhill we aim to work closely with parents and from the outset we would encourage you to voice any questions or concerns you may have as your child moves towards their first days of school.

School contact information will be as follows:

Maidenhill Primary School

2 Maidenhill Grove

Maidenhill

Newton Mearns

G77 5GW (from August 2019 only)

Tel: tbc

Tel: Mrs Lesley Menzies, Transitions Manager, 0141 570 7440 (until June 27 only)

schoolmail@maidenhill.e-renfrew.sch.uk (live from June 3 2019 only)

The School Team

The Maidenhill Primary team will work together to provide a safe and motivating learning environment for your child. Over the coming months your child will spend most of his/her time with the Primary One teaching staff and any specialist teaching staff. Your child will have a maximum teacher to pupil ratio of 1:25 in Primary One and it is expected that this will mean there will be 2 class teachers with responsibility across the stage. The class teachers for Primary 1 will be Mrs Lee Dickson and Mr Alexander Johnston.

Other members of teaching staff include:

Mr Alasdair McDonald	Head Teacher
Miss Alison Shaw	Depute Head Teacher
tbc	Specialist teacher

Support Staff

We also have business support and pupil support staff working in Maidenhill, all of whom are integral to providing the best service we can offer to you and your child.

Our Senior Business Support Assistant is Mrs Annie Fraser and she and her staff work in the school office.

Usually, your first point of contact will be the office where the staff will work hard to ensure a warm, welcoming reception and that you are given all the necessary information you need. If you wish to speak to another member of staff they will pass on a message and we will aim to contact you within 24 hours.

In addition we have 1 pupil support assistant (15 hours) who will help the children in various ways in the class, lunch hall and playground.

The Medical Room

The Medical Room will be where any medication is administered and where health issues are managed. If your child complains of feeling unwell or has an accident or injury, the teacher will ask for him/her to be escorted to the Medical Room or school office where first aid will be administered if appropriate. Our pupil support assistant or first aider can also provide first aid support in the playground where required. In some cases we use hypo-allergenic plasters to cover wounds. Please inform the school if you do not wish us to do so.

At Maidenhill, our policy will be to call parents if a pupil suffers a bump to the head or other more serious cuts and grazes. If you are unavailable, we will telephone your emergency contacts. It is imperative that these contact details are kept up to date. You will be given the necessary information to enable you to decide whether you should collect your child from school or allow him/her to carry on with his/her day. All medical incidents dealt with by staff will be recorded.

If your child has any health issues that we are unaware of then please alert the school office as soon as possible.

Partner Agencies

At Maidenhill we aim to work with other agencies to ensure you and your child receive the best service possible. Our partners will include:

- Psychological Services
- Community Health
- Oral Health
- Bilingual Support
- Active Schools Coordinator
- Speech and Language Therapists
- Occupational Therapists
- Children and Family Services
- Care Inspectorate
- Police and Fire Services

Parental Engagement

There are many ways in which you will be able to become involved in the life of Maidenhill to support your child's learning. Mr McDonald will be Parental Engagement Coordinator for the school. Please speak to him if you feel you can help in any way, either with school events or by sharing time, skills and resources to enhance pupils' learning experiences.

A Parent Council will be elected to represent the wider forum in taking forward the school's improvement agenda. Please let Mr McDonald know if you are interested in becoming involved in the Parent Council.

Home Learning

One of our priorities this year will be to consult with pupils, staff and parents on the nature of our home learning programme and the emphasis we place on this. Current research shows that homework is only of benefit to children when it provides opportunities for parents/ carers and children to sit down and spend time talking about and sharing learning. It is expected that Maidenhill's home learning activities will be centred around play, communication and interaction, health and wellbeing, literacy and numeracy. This will be one of the ways that your child will connect their learning at home with their learning at school.

It is beneficial at this stage to take approximately 15- 20 minutes each day to share your child's learning. How you approach home learning now can have a lasting influence on his/her attitudes to learning in general. You can help by:

- Setting aside a specific time to share
- Turning off devices/ television
- Giving encouragement and support
- Making learning enjoyable
- Encouraging your child to connect learning in school with their life outside

Don't pressurise your child or show anxiety if progress does not match up to your expectations. Speak to the teacher about your concerns. He/ she will be able to give you some ideas on how to help. We will aim for our home learning approach to suit all learning styles and plan to issue you with further information during the course of the session.

Getting Ready for School

If your child has been attending early learning provision since the age of 3, already you will have no doubt noticed how independent he/she has become. Many of the skills needed for school will have been developed as part of the ELC curriculum. However, even the most confident child can find starting school a little bewildering at first. There are many ways you can help:

- Trips to the school toilet can be daunting at first. Make sure your child is confident about going to the toilet alone. Teach him/her how to undo and refasten clothes, how to flush the toilet after use and how to wash hands afterwards
- Think about what goes in to preparing your own child for an activity and multiply it by 40! You can imagine how important it is that your child can change for PE unaided. This includes unfastening and fastening shoes, coping with buttons and zips and returning all of his/her PE kit to their PE bag (clearly labelled with your child's name). Can they untangle a jumper or cardigan when it becomes inside out?
- If your child is not confident tying their own shoe laces, buy velcro shoes while they continue to practise at home
- Encourage your child to pack his/her own school bag and to be able to recognise his/ her own belongings

- Discuss the importance of being able to share resources and the need to tidy them up when finished
- From the first day, Primary 1 will be able to have a hot lunch in the dining hall and will need to be able to use a knife and fork. It would be helpful if tricky things like opening yoghurts and putting straws into drink cartons could be practised during the summer holidays
- There are a lot of good children's books which deal with starting school. These are a good way of starting discussions with your child about any anxieties he/she might have about school life:

'I am Too Absolutely Small for School' by Lauren Child

'Little Owl's First Day' by Debi Gliori

'Starting School' by Janet and Allan Ahlberg

- Practise lots of activities that will help develop your child's fine motor skills, i.e. cutting, sticking, colouring, threading, jigsaws, small construction (Lego etc.), dot to dot, tracing

The School Day

The school day runs approximately from 9.00 am to 3.00 pm. Final details will be confirmed before the end of June 2019.

On the children's first day (Monday August 19 2019), it would be helpful if you could bring your child to school for a 9.15 am start. This will allow them to practise lining up after the other classes have all left the playground.

Arriving at school

On the first day, one parent/ carer may bring their children into the school building to help with coats and settling (please note only one adult per child will be permitted into class). Each child will have an individual peg beside the classroom door. Parents can see their children into the classroom. On the second day, parents can support their children by helping them line up with the other children when the bell rings.

After the two initial settling in days, we ask that parents/ carers remain outwith the play area. The children will have been practising lining up at break and lunchtime and will be familiar with the routine.

We expect that it will take a few days before children settle fully into this new routine. However, if your child is finding it difficult to settle, it may be easier not to bring him/her into the playground until the bell has rung when he/she can be handed over to the class teacher.

Collection from School

You will be asked to complete a 'Collection Form' which will indicate the person or persons who will collect your child on a day-to-day basis. This form will be completed for the first week until a regular pattern is established.

Children will be released only to those named on this form. If there are any changes to your arrangements the school office must be informed as soon as possible.

Teachers will bring children out to the playground at the end of the day where they will be handed over to parents/ carers. Parents/ carers should wait outwith the play area until their child's class comes out. Teachers will wait with children until they have all been safely handed over. There will be many children leaving at the same time so please ensure you are visible and bear with us while we settle the children into the collection routine.

We appreciate you understand how disconcerting it can be for a young child if the person they are expecting is not there to collect them at the end of the day and that you will be as keen as we are to avoid late pick-ups. However, if you do happen to be late collecting your child from school, he/she will be taken to the main school office where an adult will supervise him/her until you arrive.

Intervals and Comfort Breaks

There is a morning interval during which children will be supervised in the playground by at least one member of our support staff. You may wish to provide your child with a small snack and a drink for morning playtime. One item is sufficient as playtime only lasts 15 minutes. During wet weather the children are supervised in the classrooms by monitors and support staff. If weather is especially inclement first thing in the morning, the school doors will be opened for children to have an early entry.

Although there is no afternoon interval, teachers will use their discretion as to whether children would benefit from a short additional interval outdoors. The teacher will supervise during this time. Children are, of course, allowed to go to the toilet at any time of the day. If they have brought a water bottle, they will also be encouraged to drink water throughout the day.

Lunchtime

Your child may go home for lunch, bring in a packed lunch or choose to have lunch from the cafeteria in the dining hall.

P1-3 pupils are entitled to a free school lunch. The following link is updated with lunch options and information regarding school meals by ERC council:

[School meals, trips and clothing - East Renfrewshire Council](#)

If your child has a packed lunch, he/she will eat this at the designated packed lunch tables in the dining hall and be supervised by staff. As there will be no facility for refrigerating packed lunches, you may want to use a small 'cool bag' and ice pack.

Children who choose a meal from the cafeteria will also dine in the dining hall at designated tables with support from staff. If you wish to take your child home for lunch, please send a short note to your child's class teacher. Your child will be escorted to the school office to await your arrival.

IT SHOULD BE NOTED THAT FOODS CONTAINING NUTS ARE NOT ALLOWED IN OUR SCHOOL. Please be especially vigilant when buying snacks and preparing packed lunches, particularly in regards to cereal bars, chocolate products and chocolate spreads.

After School Care (MACS)

Children who are attending after school care will be collected from their classroom by MACS staff at the end of the school day. MACS will be based within the atrium area. Children should be signed out from the atrium via the school's main entrance. Children attending MACs before the start of the school day should also be delivered to the atrium via the main entrance.

Clothing and Equipment

All East Renfrewshire schools follow the education department's 'Dressing for Excellence' policy. Children are encouraged to wear school uniform at all times. The proposed Maidenhill uniform is:

- Grey blazer (optional) + Maidenhill Badge (optional- to be available from external supplier)
- Grey jumper or cardigan
- White shirt or blouse
- Maidenhill tie (grey and sky blue- to be available from external supplier)
- Grey trousers, skirt or pinafore
- Sky blue and white checked summer dress
- Grey socks or tights (white socks can be worn with summer dresses)
- Black shoes

Younger children may wish the following options, particularly on PE days:

Grey sweatshirt (plain or branded with the Maidenhill badge- to be available from external supplier)

Sky blue polo shirt (plain or branded with the Maidenhill badge- to be available from external supplier)

PE kit:

Sky blue polo shirt (plain or branded with the Maidenhill badge- to be available from external supplier)

Black shorts

Suitable training shoes for physical activity indoors and out

Canvas/ fabric gym kit bag (colour optional)

The following link contains information on applying for a clothing grant:

[School meals, trips and clothing - East Renfrewshire Council](#)

Please ensure that all clothing, bags, lunch boxes etc are clearly labelled with your child's name. School uniform items can be particularly difficult to identify as, by nature, they all look exactly the same. We will set aside a designated area for lost property- please ask at the school office or the janitor if you wish access. Items will be cleared regularly and sent to a local charity shop or used for our uniform recycling scheme.

Gym shoes, shorts and polo shirts/ t-shirts are required for PE. A cloth or nylon bag is useful to keep the gym kit together. It should be kept in school unless you ask your child to take an item home for washing. The teacher will let you know which days have been allocated for PE.

A school bag is necessary for carrying reading books, pencils, home learning etc. **Although almost all school correspondence will be by e-mail**, some very occasional letters may be placed in school bags so it is worthwhile checking your child's bag on a daily basis.

Children will also be encouraged to bring a plastic, shatter-proof water bottle each day.

Curriculum for Excellence

The curriculum taught in Scottish schools is designed to provide a broad general education with an equitable focus on skills and knowledge. Pupils are encouraged to be actively involved in their learning and to develop lifelong learning skills including resilience, problem solving, communication, risk taking and collaboration. How children learn has become as important as what children learn. Curriculum for Excellence provides greater personalisation and choice so that learning is more challenging, enjoyable and relevant to each child's needs, strengths and interests.

Parents and carers will have opportunities throughout the session to hear about how and what their child is learning through open afternoons, parent consultation meetings, curricular events and school website and social media.

You can find more information on the curriculum using the following link:

[Parentzone Scotland Home](#)

Contacting us

At Maidenhill Primary School we will always be happy to speak to you so please don't hesitate to contact the school or any member of the team via the school office. We will aim to respond to all calls within 24 hours.

ParentPay

Our school office and catering service will be run on a cashless basis. You will be issued with a unique pin or barcode to allow you to use East Renfrewshire's online ParentPay service. This will be your way of paying for any additional costs throughout the school year.

Annual Data Checks/ Consents/ Medical Information Forms

At the start of the session you will be issued with a data pack for you to complete and to return to the school office. It is extremely important that the information we hold about you and your child is up to date and accurate; please inform the school office throughout the school year about any changes. We will always endeavour to store and use your data in compliance with GDPR regulations.

PRIMARY 1 – WEEK BEGINNING Monday 19 August 2019

WEEK 1

Please complete the form and return to your child's class teacher by the morning of Monday 19 August.

Child's Name: _____

Monday 19 August

Pupil being collected by an adult? *YES/NO

Please give name _____

Pupil attending MACS? *YES/NO

Tuesday 20 August

Pupil being collected by an adult? *YES/NO

Please give name _____

Pupil attending MACS? *YES/NO

Wednesday 21 August

Pupil being collected by an adult? *YES/NO

Please give name _____

Pupil attending MACS? *YES/NO

Thursday 22 August

Pupil being collected by an adult? *YES/NO

Please give name _____

Pupil attending MACS? *YES/NO

Friday 23 August

Pupil being collected by an adult? *YES/NO

Please give name _____

Pupil attending MACS? *YES/NO

Thank you for providing the appropriate information for your child. Should anything change, please let us know. Please make sure your child is aware of the arrangements each day.