

Welcome to Maidenhill Primary School

P1 Information

2020 - 2021



Maidenhill Primary School Induction Information

Welcome to Maidenhill Primary School. We are delighted that you and your child are joining our community for this exciting new step. We look forward to working with you over the coming months and years.

Despite the uncertainties that we are all currently facing, 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. There are still many unknowns about how our school will re-open following lockdown and the routines we will need to adopt, but we will update you with any new information as soon as we can.

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
Tel: 0141 570

schoolmail@maidenhill.e-renfrew.sch.uk

As our school building is currently closed please make all contact at this current time using our e-mail address.

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.

Key members of teaching staff will be:

Mr Alexander Johnston	P1 Teacher
Miss Sharon Livingstone	P1 Teacher
Mr Alasdair McDonald	Head Teacher
Miss Alison Shaw	Depute Head Teacher
Miss Lesley Atkin	Principal 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 Mrs Lelsey Robertson 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 2 pupil support assistants (25 hours in total) who will help the children in various ways in the class, lunch hall and playground.

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 may include:

- Psychological Services
- Community Health
- Oral Health
- Bilingual Support
- Active Schools Coordinators
- Speech and Language Therapists

- Occupational Therapists
- Children and Family Services
- Family First
- 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.

Our very first Parent Council was established last year with parent representatives from each class representing the wider parent forum's views. Please let Mr McDonald know if you are interested in becoming involved in the Parent Council.

Home Learning

One of our ongoing priorities is 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

We believe that the very best way to promote a life-long love of reading is to encourage children to bring home 'real books' and for you and your child to spend time creating a shared reading experience. Our published reading scheme (Collins Big Cat) is used in class for guided reading sessions with the teachers.

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 Early Years 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 8.55 am to 3.00 pm. We have a morning interval from 10.35 am to 10.50 am and a lunch break from 12.30 pm to 1.20 pm.

On the children's first day (Wednesday August 19), it would be helpful if you could bring your child to school for a 9.10 am start. This will allow them to practise lining up after the other classes have all left the playground. Entry to the playground is from the gate on the left-hand side as you face the main entrance.

Please note, our usual routines will be very much subject to any social distancing guidelines in August and this may very well impact on the structure and timings for our school day. We will keep you updated.

Arriving at School

Dependent on social distancing guidelines, one parent/ carer may be able to bring their child into the school playground for the first couple of day of term. After the two initial settling in days, we may need to ask that parents/ carers remain outwith the playground 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 to the playground gate 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 playground 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 our atrium and will 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 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. It is always interesting to note the number of people who are surprised when they find out 'Nutella' contains nuts!

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 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](#)

Online Learning

In our school, most digital devices are connected to the school network and have access to the internet. At the start of each year, children (or their parents when they are younger) are issued with a responsible user agreement, which outlines their responsibilities when accessing online resources. This is particularly pertinent given the current climate, and that when your child joins us at Maidenhill, some of their learning will be conducted online.

When your child begins learning with us in Maidenhill, they will have an account in Glow created for them. This is Scotland's online learning platform that all pupils in the country are able to use to develop and enhance their digital literacy skills through a secure site. Your child will be issued with login details, and will be encouraged to develop as much independence when logging in to Glow as possible.

Your child will be a member of their class' online 'Google Classroom', where, when your child is not physically attending school, there will be different activities posted daily for your child to engage with at home.

For more information, please visit the 'Online Learning' section on our school website:

[Online Learning Information](#)

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.

