



Hyndland Primary School Handbook



Our School Values

HONESTY

KINDNESS

FAIRNESS

RESPECT

RESPONSIBILITY

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Hyndland Primary School

Welcome to our school handbook. Here you will find lots of information about our school. We hope that this will give you an overview of our community, ethos and practical information about day to day life, here at Hyndland Primary.

A Welcome from our Headteacher

Welcome to Hyndland Primary School,

It is my great privilege to welcome you and your family to our school community. At Hyndland Primary, we are committed to creating a nurturing, inclusive and inspiring environment where every child is valued, supported and encouraged to flourish.

Our core values of Responsibility, Respect, Fairness, Kindness and Honesty are at the heart of everything we do. We provide a positive and safe learning environment, where every voice is heard and every child is celebrated. Strong, trusting relationships between pupils, staff and families allow us to work together to support each child's journey.

We are ambitious for all our learners and strive for high levels of attainment, ensuring that every child is challenged and supported to achieve their full potential. We are dedicated to the holistic development of each child, nurturing their emotional wellbeing, confidence, resilience and sense of identity.

At Hyndland Primary, we see every child as unique. We are committed to nurturing the individual, enabling each learner to discover their strengths, develop their talents and grow into confident young people who can contribute positively to society. We aim to empower our pupils to become the very best version of themselves.

Creativity is woven throughout our curriculum, encouraging curiosity, imagination, and a love of learning. Alongside this, we place a strong emphasis on empathy and kindness, helping our children to understand others, build meaningful connections and act with compassion in the world around them.

We are proud of our vibrant school community and look forward to working in partnership with you to support your child's learning and development.

Kind regards,
Helen Brown
Headteacher

Address and Contact Information

44 Fortrose Street
Glasgow
G11 5LP
Tel: 0141 339 7207
Headteacher: Helen Brown
Depute Head: Julie Wynn

The School Day

The school day: 9am - 3.15pm
Morning Break: 10.30am - 10.45am
Lunch: 12.15pm - 1.15pm

Our Staff

Please see our school website for up to date staff information.
<https://blogs.glowscotland.org.uk/gc/hyndlandps/>

Term Dates

Up to date term time information can be found at
<https://www.glasgow.gov.uk/article/4276/School-Term-Dates>

School roll and class organisation

Our maximum roll: 483
Current roll (as of Feb 2026): 432
Our school is made up of 15 classes (three classes at Primary 1 and two at each stage for Primary 2-7.)
The following guidelines set by the Scottish Government apply:
P1 Maximum 25
P2 and 3 Maximum 30
P4 - 7 Maximum 33

Uniform

- Polo shirt in gold or white / white shirt
- Navy/grey sweatshirt, jumper or cardigan
- Navy, grey or black trousers / skirt / jogging bottoms
- Blue or yellow summer dress
- PE - Green t-shirt and shorts/leggings/jogging bottoms

NB Children should come to school on PE days dressed in their PE kit. Children will not be able to take part in PE with earrings in. If your child has earrings they cannot remove independently please leave them at home on PE days. We are not able to assist with removal or cover earrings during PE, this is a Glasgow City Council health and safety policy.

If you wish to purchase items with the school badge (including the school tie,) they can be viewed here: <https://www.border-embroideries.co.uk/schools/hyndland-primary-school.html>
Children grow out of uniform quickly and we are aware of the environmental impact this can have. We have a selection of pre-loved uniform available in school that is free to a new home. PLEASE ENSURE EVERY ITEM OF PROPERTY IS LABELLED CLEARLY. Trying to locate one item among many identical ones can be a bit of a challenge.

Please visit <https://www.glasgow.gov.uk/education> for information about available grants.

Meals

Our school provides a lunch service which offers a variety of meals. Medical diets (for example allergies,) can be provided for. Please let us know in writing so that we can make arrangements with the catering staff. There is also at least one vegetarian option per day. P1-6 are entitled to a free school lunch. Information on free school meal entitlement can be found at <https://www.glasgow.gov.uk/education>



Children can alternatively bring a packed lunch to school. PLEASE NOTE THAT WE ARE A NUT FREE SCHOOL. Please double check all foods are nut free as we have multiple allergies across our school community, things like pesto and chocolate spreads are easy to forget. Breakfast club is available offering cereal and toast from 8.15am. (Please note this is a different service than that run by the After School Club.)

For up to date menu information please visit <https://www.glasgow.gov.uk/article/6188/Fuel-Zone-School-Meals>

Drop off and pick up arrangements

As we are a busy school there are some procedures that families can help us with at drop off and pick up times. This allows us to make sure the children can enter and exit the school building safely. Once your child/children join their line in the morning, please stand well back so that the teaching staff can clearly see all of their young people. Please leave plenty of space at 3.15pm by standing towards the rear of the playground that you are collecting from. This allows our teaching staff to have clear lines of sight. Some of the children can be very anxious around dogs (even the best behaved ones.) Please do not bring dogs into the school grounds - on lead or being carried - as this can be really unsettling for our children. If, during drop off and pick up times, you need to pass on any information or have queries, please feel free to ask a member of the Senior Leadership Team. Please be advised that the playgrounds are not staffed before 9am or after 3.15pm.

Drop off and pick up arrangements vary depending on stage as we have multiple doors.

- P1 - Playground 1 (first playground as you come up from Dumbarton Road)
- P2 - Glass Doors in Playground 2
- P3 - Main Door
- P4 - Playground 1
- P5 - Main Door
- P6 - Glass Doors in Playground 2
- P7 - Playground 3



Contacting Us



Pupil Absence

Families are asked to advise us if their child is going to be absent from school. This should be done as early as possible on the first day of absence. We use daily text messaging to inform parents and carers of absence if no contact is made. All calls must be made to the ABSENCE REPORTING LINE on 0141 287 0039 between 8.00am and 3.30pm. Alternatively, you can use the online form on the Glasgow City Council website.

<https://www.glasgow.gov.uk/article/4277/Pupil-Absence-Reporting>

Emergency Contact Information



At the start of each school session, parents will receive an annual data check through Parent Portal. Please ensure that this is completed and returned to the school. It is also important that you let us know if there are any changes to your contact details. We make every effort to maintain a full education service, however exceptional closures may occur due to extreme weather, power failure etc. Emergency contact details will be used in this instance.

Appointments during school hours



We understand that some appointments are hard to come by, if one falls within regular school hours please send a note in to the school office. When collecting children, please enquire at the office. If possible, please collect outside break times. For safeguarding purposes, please do not enter the playground when there are pupils in the playground outwith drop off / pick up times. In this instance, please wait outside the gate and call the school office. Thanks for your help with this.

Home / school communication

At Hyndland we use a variety of ways to keep in touch. We use our website, letters, email, SeeSaw (a secure online platform) and text messaging to keep everyone updated with school news. If you wish to speak to a member of staff please call the office in the first instance. Every effort will be made to get back to you as soon as possible. Please use the absence reporting system (outlined above,) contact the office or a member of the Senior Leadership Team (SLT) if you wish to make an appointment. Please note: the SeeSaw platform is not used to report absences / appointments or to make appointments with teachers.



SeeSaw

We use Seesaw as a digital platform to enhance the learning experiences for all of our pupils. The key purpose of Seesaw is to encourage engagement between home and school, to share some of your child's learning journey and as a way to provide homework and feedback to our pupils. For further information please refer to our SeeSaw policy which is available on the website.



Parent Council

We have a very active Parent Council. All parents are welcome to attend meetings and can become members at the AGM. Parent Council minutes are available on the Parent Council website and through a link in the School Newsletter.

The Parent Council can be reached through their email address hello@hyndlandprimary.parent-council.scot and the email address is <https://hyndlandprimary.parent-council.scot>

Comments and Queries

At Hyndland Primary School we aim to have positive relationships across our school community. However, if you have a comment or query about any aspect of school life, please contact the headteacher in the first instance.

Information on Glasgow City Council's complaints procedure can be found at <https://www.glasgow.gov.uk/complaints>

Useful Contacts

Glasgow City Council
Education Services
City Chambers East
40 John Street
G1 1JL
0141 287 2000
www.glasgow.gov.uk



There is lots of information in the Schools and Learning section of the council website: <https://glasgow.gov.uk/education> including information on enrolment, parent pay and additional support needs.

Parentzone Scotland is a website for parents and carers in Scotland, from early years to beyond school. The website provides up to date information about learning in Scotland, practical advice and ideas to support children's learning at home, as well as additional support needs information. This can be accessed at <https://education.gov.scot/parentzone>

Enquire is the Scottish advice service for additional support for learning. Providing easy to understand advice and information about additional support for learning legislation and guidance for families and professionals. This can be found at: <https://enquire.org.uk>

Connect is a national organisation that provides advice and resources for parents and carers. <https://connect.scot>

Learning and Teaching

Curriculum

Scotland's Curriculum for Excellence aims to prepare children and young people with the knowledge and skills they need in a fast changing world. As part of the curriculum all children from pre-school to the end of S3 will receive a rounded education known as a Broad General Education. Curriculum for Excellence is about bringing real life into the classroom and taking lessons beyond it. Through the experiences we provide at Hyndland Primary School we want our children to become Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors. Eight curricular areas provide the foundation for the curriculum:

- Languages
- Mathematics
- Health and Wellbeing
- Expressive Arts
- Social Studies
- Sciences
- Technologies
- Religious and Moral Education



Progress in learning is indicated through curriculum levels:

- Early Level - The pre-school years and P1 (later for some)
- First Level - P2 - 4 (earlier or later for some)
- Second Level - P5 - 7 (earlier or later for some)
- Third / Fourth Levels - S1-3 (earlier or later for some)

LANGUAGES: Literacy learning aims to embed language skills—reading, writing, listening and talking— to ensure learners become competent, confident communicators within this subject and across the whole curriculum. Modern languages are included in this subject area, with French being our main school focus.

MATHEMATICS: Mathematics equips us with the skills we need to interpret and analyse information, simplify and solve problems, assess risk and make informed decisions.

HEALTH AND WELLBEING: Learning in health and wellbeing ensures that children and young people develop the knowledge, understanding and skills which they need now and in the future to help them with their physical, emotional and social wellbeing.

EXPRESSIVE ARTS: The inspiration and power of the arts plays a vital role in enabling our children and young people to enhance their creative talent and develop their artistic skills.

SOCIAL STUDIES: Through social studies, children and young people develop their understanding of the world by learning about other people and places both past and present, societies, their beliefs and values.

Learning and Teaching

SCIENCE: Science and its practical application in healthcare and industry is central to our economic future, for our health and wellbeing as individuals and as a society.

TECHNOLOGY: The range of subjects in technical education continues to evolve, including a broad spectrum of digital technologies as well as design, crafts, engineering and graphics.

RELIGIOUS AND MORAL EDUCATION: Religious and moral education includes learning about a range of world religions, as well as supporting the development of beliefs and/or values.

For further information about Scotland's Curriculum for Excellence please visit:

<https://education.gov.scot>

Assessment and Reporting

All children are assessed both formally and informally throughout the year. A variety of assessment methods are used to enable children and their teachers to identify their strengths and areas of development.

Two parents' evenings are held each session in October and March. An annual report is sent to families towards the end of the school year.

If you have any concerns about your child's progress please do not hesitate to contact the school.

School Improvement

At Hyndland Primary we are committed to providing an excellent educational experience for our children and as such we have placed high importance on our systems of self evaluation. Our School Improvement Plan highlights our priorities for development for each academic session. There is a display in the main entrance hall and copies are available on request.

Extra Curricular Activities

We have a wide range of extra curricular activities at school, please check your child's schoolbag for information as places are popular and usually limited. We have excellent links with our Active Schools Co-ordinator (Mark O'Mara) who organises lots of experiences for our children.

Please take a look at our website or enquire at the office for information about some independent clubs that run at our school, for example Active French, Music Club and Art Pod.



Supporting all of our learners

Promoting Positive Behaviour

Our aim at Hyndland is to encourage positive behaviour through a nurturing, restorative and solution orientated approach. Complimenting our school values of kindness, fairness, honesty, respect and responsibility, Hyndland Primary has a set of Golden Rules that set high expectations for our community of learners to provide an environment where all children can thrive.

Our Golden Rules:

- We are gentle
- We work hard
- We listen to people
- We are kind and helpful
- We look after property
- We are honest



In addition, children and teachers are actively involved in creating their own set of class rules at the beginning of each school year. Award systems are used throughout the school to encourage high standards of behaviour. These can include (but not limited to:)

- Praise
- Stickers / Certificates / stamps or other rewards
- Choosing / golden time
- Class rewards such as table of the week

We have a house system with pupils organised into gem colour groups across P1-7, allowing our young people to be rewarded with house points both individually and collectively.

Our houses:

- Diamond
- Sapphire
- Ruby
- Topaz
- Amethyst
- Emerald

Our children vote for House Captains and Vice Captains on an annual basis. These children provide a vital role in school as young leaders.



Child Protection

Our Child Protection Coordinators are Helen Brown (Headteacher) and Julie Wynn (Depute Head.) This information is displayed in the school entrance beside the school office.



Getting it right for every child (GIRFEC)

Getting it right for every child (GIRFEC) is Scotland's long standing, national commitment to provide all children, young people and their families with the right support at the right time, so that every child and young person can reach their full potential. GIRFEC is both an approach and a framework used by services across Scotland to improve and uphold the wellbeing of children and their families.

We at Hyndland Primary are committed to the principals of GIRFEC. We work together in-house and where appropriate, outside agencies to ensure that every child reaches their full potential. More information about GIRFEC can be found here www.gov.scot/policies/girfec/

Additional support for learning

We work hard to ensure that all children are provided with work that is appropriate to their stage and development. However, pupils may, at some point in their school life, experience a barrier to learning that requires extra support. Support can take many forms including adaptations within the classroom, time in small groups outside of the classroom, input from EAL (English as an additional language) provision etc. We track the needs of our children closely in order to identify any interventions that may be required.

The ground floor is accessible via a ramp in the playground. A disabled toilet is located on the ground floor. The upper floors are not accessible as there is no lift. We make sure we can accommodate members of our community with mobility support needs by relocating classes / meetings to ground floor settings.

Inclusion and diversity

We have a wonderful, diverse community at Hyndland Primary, with a wide variety of languages spoken across across P1-7. We celebrate many different festivals throughout the year, reflecting the rich tapestry of cultures that are part of our wider family.



Enrolment and transitions

Enrolment and transition from nursery to P1

Registration of Primary 1 takes place in November online. Information about current procedures, including information about placing requests, can be found on the Glasgow City Council website:

<https://www.glasgow.gov.uk/Enrolment>.

As part of our school familiarisation programme we invite pre-school children and a parent/carer to spend some time coming to meet us in school. This normally takes place in May/June once the period of placing requests has closed. Where time allows, the P1 lead will make visits to as many nursery settings as possible in order to meet our new intake.



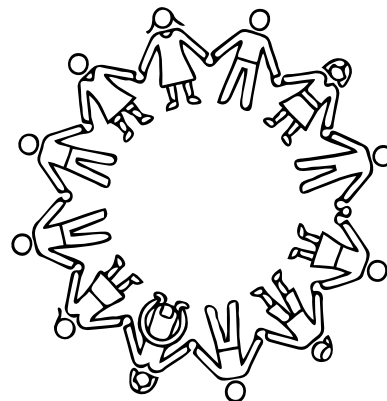
Transition from Primary to Secondary

Hyndland Secondary School is a delineated provision. This means that children will not automatically be allocated a place at Hyndland Secondary having attended Hyndland Primary, as it has its own catchment requirements. Families will be informed of school transfer arrangements during their P7 year. Primary / Secondary liaison is well established with an in-depth process of transition for our young people.



Enhanced Transitions

During both transition periods enhanced transitions are available that are designed to support children with additional support needs.



Other Information

Medicines

From time to time, children may require to take medicines during the school day. Any medicine brought in to school must be taken to the school office where parents/carers will be asked to fill out an Administration of Medicine form. Other medicines such as allergy medicines and inhalers can be kept in school. These should also be taken to the school office for the appropriate paperwork to be completed.



Data protection

We collect information about children attending school to allow us to carry out the council's functions as the education authority for the City of Glasgow. This may sometimes involve releasing personal information to other agencies and other parts of the Council, particularly in relation to child protection issues. Information held by the school is, in legal terms, processed by Glasgow City Council. The Council is registered as a data controller under the Data Protection act 2018 and all personal data is treated as confidential and used only in accordance with the Data Protection Act, the General Data Protection Regulations and the Information Use and Privacy Policy approved by the City Council. Please see the Council website for more information or to see a copy of the policy.



Car Free Zone

Our School is part of the Car Free Zone on Fortrose Street on weekdays during term time within the periods 8:30 – 9:15 am and 2:45 – 3:30pm. This is part of Glasgow City Council's Traffic Regulation Order.

Most traffic will NOT be permitted to move in Fortrose Street during the periods detailed above. This includes parents and families dropping off and collecting pupils. We kindly request the compliance and goodwill of our community in adhering to these measures to improve the health and safety of everyone.

Please note, exemptions apply for Blue Badge Holders, emergency and primary care vehicles, as well as residents with permits for vehicles. These vehicles and some others will be allowed to park and move within the stated times. However, the measures should greatly reduce traffic around the school gate and encourage healthier and more environmentally friendly journeys to school. We encourage everyone to show understanding, kindness and respect for each other and the rules, as we all adjust to the new measures.

Further information, FAQs and for an opportunity to feedback your views, please follow the link below.

<https://www.glasgow.gov.uk/schoolcarfreezones>





After School Club

Mission Statement:

The Afty – Where Play Takes Priority.

At The Afty, we believe in the power of play. We are committed to providing children with fun opportunities to grow, develop and connect. By encouraging inclusion, independence and curiosity we create a nurturing child-led environment, where life-long skills, memories and friendships are built.

What We Offer:

The Afty is a regulated school-aged childcare service that provides high quality and engaging childcare. We have three services based at Hyndland Primary School, Notre Dame Primary School and Thornwood Primary School. Our Hyndland base is our heart, with a purpose built space on the grounds of the school and phenomenal relationship with our school leadership team. We offer both term-time childcare and full-time holiday childcare for all three services, most major school holidays, all operating out of our Hyndland base. During term-time children are cared for by a dedicated team of Playworkers, who provide safe and caring support, play opportunities, activities and snacks.

As a registered service, many parents and carers are eligible for government support to help pay for childcare costs. If you have any questions, please get in touch with us!

Hyndland Services:

- Breakfast Club: 7:45am-9:00am – children can be dropped off at the Afty for their breakfast and some fun before being dropped off directly to school
- After School Club: 3:15pm-6:00pm – P1-P3 children are collected directly from class and P4-P7 make their own way up to Afty where they are provided with a main snack, fruit and late evening snack as well as being supported by a caring and dedicated staff team who offer safe, caring and fun childcare alongside a wealth of activities.
- Holiday Club: 8am-6pm – for our designated holidays including the summer holidays, Spring holidays, October holidays and February mid-term, we offer full-time childcare to provide meaningful support to parents and families.

Contact: If you have any questions or enquiries, please contact us by email on office@hyndlandasc.org.uk anytime or give us a call on 01413399526.

Thank you for taking the time to learn a bit about our School. If you would like any more information please don't hesitate to contact us.