



Merrylee Primary School
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Glasgow
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Information for Starting School

I am looking forward to welcoming you to Merrylee after the Summer holidays! Please find the information you need for the first couple of weeks of school.

Primary 1 pupils will have a slightly shorter day for the first couple of days of school and will be in school full time from the first full week beginning on **Monday 19th August** when they will attend from 9am to 3.10pm. All pupils enter the school by the side lane, which runs alongside the tennis club. P1 pupils are dismissed at the main front entrance. The first few days for P1 are slightly different as explained below.

Arrangements for Week 1 (Wednesday 14th to Friday 16th August)

Please bring your child to school via the side gate (near the tennis club), at **9.15am**. We understand photographs are important on your child's first day of school and so we invite you to walk your child along to class where you can settle them. Children will continue to arrive from 9.15am for the first few days to ensure it is quieter for them. From Thursday onwards P7 buddies will walk children to their class. Only one adult should come to school to drop off and pickup children. Breakfast club will be available this week and children will be taken along to class at 9am.

Please collect your child from the main entrance at 2.50pm. This will allow any families who have siblings to find new meeting points at 3.10pm. They will be dismissed by class so please try to stand back from the doors to allow class teachers and your children space to see you! Children attending after school care will be collected from the class by staff. They will have a list of who attends each day. If for any reason your child will not be attending after school care, you must inform them direct.

Arrangements from Monday 19th August

Please bring your child to the main pupils' entrance, via the side lane to the school, between **8.55 and 9am** where members of staff and some Primary 7 buddies will meet them and accompany them to their classroom for the first few weeks. In time, pupils are welcome to come to school from 8.45am when playground supervision begins.

Primary 1 will have a morning break at 10.30am and lunchtime at 12pm. We expect all pupils to stay in school during lunch break as it helps them to build friendships. All Primary 1 pupils are entitled to a free school lunch. Please have a look at the menu (<http://www.fuelzoneprimary.co.uk/>) to ensure there is a suitable option for your child and inform the office of any allergies or dietary requirements. Each week you should pre-select lunches for the week on Parent Pay. We will issue ParentPay login details within the first week via Seesaw. Teachers will help children select lunches in class for the first week until you are able to do this at home.

From **Monday 19th August** children should be collected from the main front entrance at **3.10pm**.

Please Remember

- Please label absolutely everything - even each shoe! You would not believe how much lost property accumulates on a day to day basis. We send a vast amount to charity shops because children cannot identify their own belongings. If your child's property is labelled then there is a much better chance of having it returned. This includes lunch boxes, purses etc.
- Please prepare your child for coming to school. They should be able to change their own shoes, dress and undress unaided. They will need a pair of soft indoor shoes (black sandshoes are ideal). Shoes are changed before and after each break when coming back into the building.
- Your child will need a PE kit (any t-shirt and shorts). This should be brought to school on Mondays in a gym bag, which can be hung on their peg, labelled with your child's name. The children will bring it home on

Friday for washing. It is recommended that sports trainers are worn for gym as they support young feet better (no laces please).

- An A4 size plastic folder will be issued to all children so there is no need for anyone to bring a school bag.
- A water bottle which is clearly labelled with your child's name. This should go home daily to be cleaned and refilled. It can be topped up during the school day. Children are encouraged to drink water regularly.
- A snack for morning break and afternoon fruit break. We are a health promoting school. If you wish to send your child with a snack, may I respectfully request it is a healthy option? We are working very hard to encourage all children to make healthy choices. Fizzy drinks and juice are not allowed. A piece of fruit for fruit break is also recommended. Please do not include any snacks with nuts as we have several children with nut allergies.
- Lunch – if your child is having a packed lunch please remember to label it clearly.
- Please inform us of any medical condition affecting your child. If your child requires medication at any time it must be handed into the school office where you will be asked to complete a consent form. Please note that the office staff are happy to help with any medication but only if it has been prescribed by a doctor. The catering staff must be informed of any food allergies or special dietary requirements e.g. vegetarian.
- We encourage all families to walk, cycle or scoot to school when possible. Please respect our 'car free zone' during the designated times of 8.30-9.15 am and 2.30-3.15pm. More information can be found at <https://www.glasgow.gov.uk/index.aspx?articleid=27135>

Breakfast Club

Breakfast club opens at 8am every day. There is no need to pre-book. Your child can go as often or as little as you wish. The children are offered a choice of cereal, toast, milk and fruit juice. Breakfast club finishes at 8.40am. No child is admitted after that. As a local arrangement our catering staff supervise our P1 and P2 children in the dining hall and transfer them to their classes at 9am. The older children go out to play in the playground. The cost for this service is £2 for first child and £1 for additional siblings. If your child qualifies for Free School Meals, the breakfast club is also free.

Clothing Grants and Free School Meals

Clothing grant and free school meals forms are available on Glasgow City Council website (<https://www.glasgow.gov.uk/article/17885/Clothing-Grants-and-Free-School-Meals>). Although all P1-4 receive free school lunches, the free school meals application includes breakfast club. If you are entitled to free school meals, it is important that you register even if you do not make use of these services, as the school receives further support and funding based on the number of families registered.

If you require any further information please do not hesitate to contact me.

We look forward to welcoming your child this week.

Yours faithfully,

Miss Catriona Kirk

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