

## Mrs Stewart

#### A little about me.

My name is Mrs Stewart and I have worked in the office at Gartcosh Primary since January 2017. It is lovely seeing everyone back in school and meeting all our new P1 children.

The children that know me know that I LOVE anything Disney - visiting the parks in Paris or Florida and going on all the rollercoasters and being a big kid again!

# What is important to me outside of school? Spending time with my husband, 2 children, family and friends



#### What's Important to me in school...

I love my job and the fact that there is never a day the same. I am involved in lots of different parts of school life so children will see me for various reasons in different parts of the school throughout the day/week.

My philosophy in my job is I like to treat the children at Gartcosh PS as I would like my children to be treated in their school. I always try to help the children (and parents) as best I can.

Lost property is a big thing in school and as we know how the children leave things behind them whether in class or in the playground. Something that would really help is if you name everything your child brings into school. I know labels can be small but if you put a name on rather than initials it makes it much easier for us to reunite the items with the correct child.

I am looking forward to when school life is 'back to normal' when I can help organise class visits, school trips, afterschool clubs and various other events. There is nothing better than seeing the children enjoy showing off their efforts during our Nativity and meeting all our parents/carers and seeing them proud of the hard work of the children.

### What my day **may** look like...

Mornings are very busy in the office so please be patient if you try to call in and don't get through first time. I work on my own in the mornings so answer the calls myself. If you are reporting an absence, remember that if you are signed up to the Parents Portal you can do it via that system.

As part of my job I need to contact parents. To ensure that we can get you when we need to speak to you, it is vitally important that you update us of any changes to contact numbers for any parents/carers/emergency contacts.

There is always a little bump or scrape during the day so the children make their way to the office for some help. There isn't too much an ice-pack or wet paper towel doesn't fix! We also help the tooth fairy with little envelopes and stickers for any teeth that fall out during the school day.

We are always available to help with any questions you may have around school-life so if you are ever in any doubt, please call or e-mail and we will try our best to help you.

#### Where you can find me in school.....

The office is at the main entrance of the school. If you need to come to school for any reason, please walk to the red doors at the front of the school (through the car park) and press the buzzer.

If you need to get in touch with me

- 1. Call the school (01236 794892)
- 2. Email (NLStewartV@northlan.org.uk)



