



# Welcome to Ravenswood Primary School



## Parent/Carer Information Booklet 2020/21

**Entry into school:** All pupils should enter the school by the main gates on Tiree Road or the entrance to the rear of the playground. Any parent bringing their child to school by car should park in the surrounding streets.

**WE ENCOURAGE OUR CHILDREN TO PARK AND STRIDE!**

<b>Times:</b>	School starts	9.15 am
	Break	10.45am – 11.00am
	Lunchtime	12.30pm – 1.15pm
	Finish	3.15 pm

**Soft Start:** Primary 1 – Primary 3 children can enter the school building from 9am via the Infant playground doors and go straight to their classroom. We do not line up outside or wait for the bell.

**Home Time:** At 3:15pm Primary 1 children leave our building via the blue door in the Primary 1 classroom. Parents and carers are encouraged to wait outside near the blue door, located in front of the staff carpark.

**Attendance:** In order to make satisfactory progress at school it is essential that pupils are punctual and attend school regularly. If your child is absent, please phone the school in the morning – we have an answering machine that will record any messages early in the morning or late at night. Our number is 01236 632100. A note is required on his/her return explaining the reason. It is helpful to advise the school of any appointments with doctors, dentists, hospitals etc. This can be done with a note to the class teacher. All holidays during term time will be recorded as unauthorised in accordance with North Lanarkshire Council guidelines.

**Uniform:** Ravenswood Primary encourages pupils to wear school uniform at all times. It is very easy for new school items to get lost, as they all look the same. To avoid this problem please label all items of clothing with your child's name. Pupils require indoor shoes to change into. Slip on shoes are best – please no laces unless your child can tie them independently.

**Lunch:** Primary 1 are asked each morning what they are having for lunch. They will have to tell their teacher if they are having a school dinner, going home or having their own packed lunch. Please remind your child what they are having each day. All P1-P3 lunch meals are now free of charge. Each day your child will select what they wish from the menu as part of their morning routine. They will be given a wrist band corresponding to that meal to ensure all children get what they want.

**School Books:** All textbooks and jotters must be handled carefully and carried in a school bag. Where a book is lost or accidentally destroyed, a charge may be

made for a replacement. All P1s are being issued with Ravenswood PS Homework bags. These bags allow children to keep reading books and school jotters away from spillages and food in school bags. We ask that you please bring these bags to school every day.

**Gym Days:** Once the term begins your child's teacher will let you know which days are gym days. Primary 1 will have gym twice a week for the full year. It is likely that one of those days will be an outdoor gym session, either in our playground or at the Ravenswood Marsh. On gym days it is helpful for children to come to school wearing a polo shirt rather than shirt and tie. All children will need a pair of gym shoes – we do not allow outdoor shoes to be worn in the games hall or classrooms. Pull on elastic ones are the easiest for children to get on and off by themselves.

All gym clothes and shoes should be clearly labelled with your child's name. Gym shoes and kits can be kept in school and will be given home at certain points in the year. Shorts and t-shirt are best for indoor gym. Children can wear jogging bottoms, long sleeve tops, fleeces waterproofs and trainers for outdoor PE, depending on the weather. For safety reasons earrings, necklaces, bracelets, watches and rings must not be worn on gym days. Children with pierced ears are asked to come into school with their piercings already covered with plasters or tape. A leaflet on the Code of Practice for PE in NLC schools has been included in your welcome pack.

**Keeping Clean:** Please look out an old shirt or t-shirt that your child can bring to school and keep there to use as a painting shirt. This helps to keep their uniform clean but from time to time some children always manage to get paint on their clothes. All paint used in school is water based and washes out.

**Homework:** Your children will have various types of homework in Primary 1. Please encourage them to explain their homework and tell you about it. We encourage children to make their own learning choices in school, and this is also the case with homework. Your child will be issued with 'Homework Grids' which will support the work they are doing in class. Each Homework Grid will have a range of tasks you and your child can choose to complete. Tasks vary and will cover all sorts of topics from maths to cooking! After October children will be issued with a 'Literacy Support Booklet' which you can use to practise the letters and sounds your child is learning in class. Eventually children will have the opportunity to take home reading books to share with you.

The purpose of homework is to allow you to talk to your child about what they are doing at school and to give you the opportunity to follow your child's progress and achievements. Remember, after a full day at school it is likely that your child will be tired, therefore homework activities should be brief and light.

**Learning through Play:** At Ravenswood we strongly value the benefits of learning through play and this is something your child will do every day. Just a few of the benefits of learning through play are...

- Improves communication skills.
- Allows children to express their feelings.
- Helps children to develop resilience.
- Improves problem solving skills.
- Improves motor skills.
- Helps with emotional regulation.
- Helps children to develop key social skills such as cooperation, empathy and negotiation skills.

Most importantly, learning through play is fun! It helps your child to remain interested and engaged when they are at school.

**Ravenswood Rangers:** In Primary 1 your child will become a Ravenswood Ranger as we embrace learning and playing outdoors. We are very lucky to have a wooded area within walking distance which is used regularly by the school, this is called the Ravenswood Marsh. There are typically 4 blocks of Ravenswood Ranger outdoor learning, they are seasonal meaning that we go out in all weathers.

Children are encouraged to come to school dressed in old, outdoor clothing, appropriate for our changeable Scottish weather. Depending on the time of year old clothing, hooded jackets, hats, scarves, gloves, wellies, waterproofs, sunhats, sunglasses are all recommended. We have waterproof suits we can issue children if you do not have any at home.

On a Ravenswood Rangers day your child will spend a whole afternoon outdoors at the Ravenswood Marsh. The day will be the same each week, and you will be notified about when this is nearer to the time. As we spend the whole afternoon out of the school building, if you require your child to be collected earlier on this day we ask that you notify your child's teacher or the school office beforehand.

## Your Support

Our work at school is to build on the learning which has already taken place in the Nursery class and which is on-going at home. By working in partnership we will ensure that your child continues to thrive and develop new skills.

Reading stories, playing games and generally talking with and listening to your child are activities that will reinforce what has taken place in school.

We will keep you informed of what is happening in school in a number of ways:

- Special events letter – we are paperless, all now available on the app!
- Monthly Newsletter – we are paperless, all now available on the app!
- Information Leaflets
- School Website <https://blogs.glowscotland.org.uk/nl/ravenswoodps/>
- Parent Workshop Sessions
- Progress Conferences (Teacher/Parent/Child Meetings)
- Pupil Reports
- Groupcall Texts direct to your mobile
- Twitter @RavenswoodPS

All children progress at their own rate and we monitor each child's progress regularly. Not all children learn to walk or speak on the same day and the same applies to their educational advancement. Be reassured that your child will settle and do not worry if it takes a little time. Please do not hesitate to share your concerns or questions with Miss Robertson, Mrs Simpson, or Miss Purdon.

## First Day – Thursday 13<sup>th</sup> August 2020

\*\*\*COVID-19 – at the time of printing is thought that school children will return to school on this date as normal. However, due to circumstances out with the school's control this may be subject to change.

- ✓ Start time 9.30am staggered entry
- ✓ Bring your child into the Dining Hall via the Main door
- ✓ Miss Purdon and Miss Robertson and the buddies will collect the children from the hall and take them to their class
- ✓ Children in school all day
- ✓ 9.15am to 10.45am
- ✓ Break 10.45am – 11am
- ✓ 11am to 12.15pm
- ✓ Lunch – 12.15pm to 1.15pm
- ✓ 1.15pm – 3.15pm
- ✓ Finishing time 3.15pm but parents, family and friends will be welcome to come in at 2.30pm to take photos in class on your child's first day.

Your child will now have completed their first day at Ravenswood! 😊

On the following days your child should enter the school via the Infant playground doors for 9:15am and should be collected at 3:15pm via the blue door leading out of the Primary 1 classroom.



# People Who Work At Ravenswood Primary

Your child will talk to lots of different people during the day at school and sometimes it is helpful to know names and what we look like. Here are just a few people that your children are likely to talk to during the day.



**Miss Purdon**  
**Acting Head Teacher**



**Miss Robertson**  
**Acting Principal Teacher**  
**P1 – P3**



**Mrs Spowart**  
**Principal Teacher P4 – P7**



**Mrs Hawthorn**  
**Principal Teacher, currently on**  
**maternity leave.**

There are many teachers in Ravenswood Primary that your child will work with throughout the school year. Our Primary 1 class teachers are -



**Miss Robertson**



**Mrs Simpson**

Our office staff are always ready to help with a beaming smile on their faces!



**Mrs Reid**  
Senior Clerical Assistant



**Mrs Montgomery**  
Clerical Assistant

We are lucky to be supported by our fantastic Classroom Assistants and Additional Support Needs Assistant.



**Mrs  
Lewandowski**  
Classroom Assistant



**Mrs Devine**  
Additional Support  
Needs Assistant



**Mrs Daley**  
Additional Support  
Needs Assistant



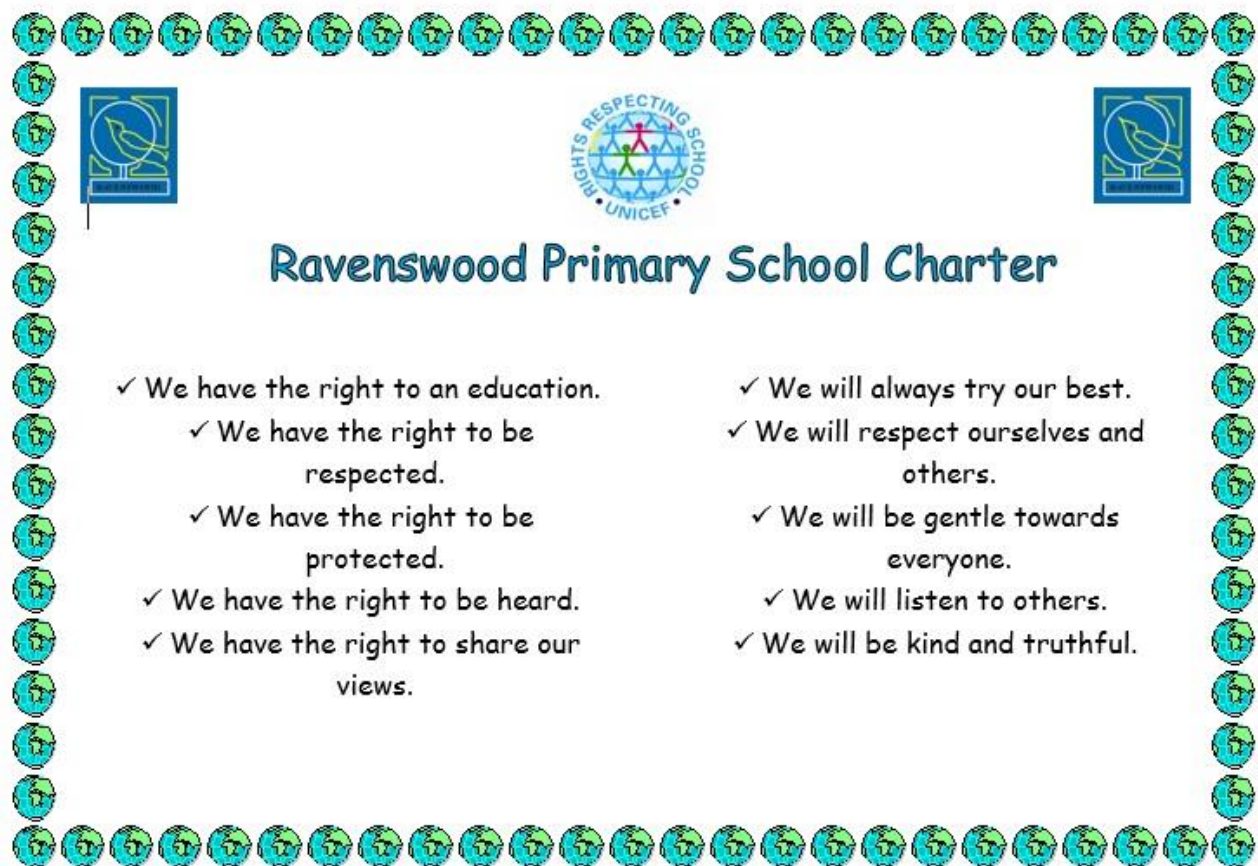
**Mrs McCallum**  
Additional Support  
Needs Assistant

## School Rules

At Ravenswood Primary School we are a Rights Respecting School. We work very hard to ensure that all of the children understand appropriate conduct and behaviour in our school. We call our school rules the Ravenswood Primary School Charter.

All staff use the Ravenswood Primary School Charter to explain positive behaviour in class and the playground.

The Ravenswood Primary School Charter is displayed in all classes and around the school.





As a school we have also developed a Ravenswood Dream. Pupils and staff worked together to create a code of conduct for everyone to follow that reinforces our Ravenswood Charter. The Ravenswood Dream will be shared with your child by their class teacher and others in the school.

For now, please take time to look over the Ravenswood Primary book with your child and help prepare them for this new chapter in their lives.

We hope that they, and you, will greatly enjoy the years ahead at our school!



# Living the Dream!

		<h1>Ravenswood Primary School</h1> <h2>Living the Ravenswood DREAM</h2>					
EXPECTATIONS		AREAS					
	CLASSROOM	DINNER HALL	CORRIDORS AND CLOAKROOMS	TOILETS	EVERYWHERE IN OUR SCHOOL		
<b>D</b> etermined	<ul style="list-style-type: none"><li>✓ Give 100%, 100% of the time</li><li>✓ Think positive</li></ul>	<ul style="list-style-type: none"><li>✓ Eat what you take or have been given in your packed lunch</li></ul>	<ul style="list-style-type: none"><li>✓ Hang your coat up and change your shoes quickly</li><li>✓ Go straight to your class</li><li>✓ Demonstrate self-control</li></ul>	<ul style="list-style-type: none"><li>✓ Do your business and leave</li></ul>	<ul style="list-style-type: none"><li>✓ Focus attention.</li><li>✓ Own your behaviour</li></ul>		
<b>R</b> espectful	<ul style="list-style-type: none"><li>✓ Follow class charter</li><li>✓ Use positive language</li></ul>	<ul style="list-style-type: none"><li>✓ Respect people's space and belongings</li><li>✓ Listen to everyone</li></ul>	<ul style="list-style-type: none"><li>✓ Walk at all times</li><li>✓ Be aware of others personal space</li></ul>	<ul style="list-style-type: none"><li>✓ Be aware of others and their privacy</li></ul>	<ul style="list-style-type: none"><li>✓ Respond positively to others</li><li>✓ Keep your hands to yourself</li></ul>		
<b>E</b> ncouraging	<ul style="list-style-type: none"><li>✓ Show consideration</li><li>✓ Help yourself and others learn</li><li>✓ Co-operate and collaborate</li></ul>	<ul style="list-style-type: none"><li>✓ Invite others to sit with you</li><li>✓ Be a good example</li></ul>	<ul style="list-style-type: none"><li>✓ Positive speaking to and about others</li></ul>	<ul style="list-style-type: none"><li>✓ Be a good example</li><li>✓ Report misuse</li></ul>	<ul style="list-style-type: none"><li>✓ Be supportive of those around you</li><li>✓ Show good sportsmanship</li></ul>		
<b>A</b> ccountable	<ul style="list-style-type: none"><li>✓ Be on time</li><li>✓ Have materials</li><li>✓ Task completion and focus</li></ul>	<ul style="list-style-type: none"><li>✓ Use the recycling station to clear up after yourself</li><li>✓ Stand in an orderly queue</li></ul>	<ul style="list-style-type: none"><li>✓ Clean up after yourself and others</li></ul>	<ul style="list-style-type: none"><li>✓ Flush the toilet</li><li>✓ Wash your hands</li><li>✓ Throw paper towels in the bin</li></ul>	<ul style="list-style-type: none"><li>✓ Dress appropriately</li><li>✓ Look after school resources</li></ul>		
<b>M</b> anners	<ul style="list-style-type: none"><li>✓ Use an appropriate tone of voice</li><li>✓ Listen and respond positively</li></ul>	<ul style="list-style-type: none"><li>✓ 'Please' and 'Thank You'</li><li>✓ Don't touch or take other people's lunch</li></ul>	<ul style="list-style-type: none"><li>✓ Speak quietly</li><li>✓ Pay attention to others</li></ul>	<ul style="list-style-type: none"><li>✓ Be patient</li><li>✓ Use toilets at break time and lunch time</li></ul>	<ul style="list-style-type: none"><li>✓ Be honest</li><li>✓ Hold the door open for others</li><li>✓ Greet people you meet</li></ul>		

# Breakfast Club

You could join our Ravenswood Primary School breakfast club.  
You can enjoy Rice Krispies, Weetabix, or toast. Juice and milk are also provided and it is completely FREE!

When?

Monday – Friday 8.30am – 8.55am

Where?

Ravenswood Primary School Hall

Who?

All pupils welcome 😊

Breakfast club is run by Mrs Lewandowski, along with the help of Mrs Devine and Mrs Daley.



# After School Care

There are a number of after school care providers in our local area. You can find out more information from the school office or by contacting those providers personally.

