

# Kirklandpark Primary School



## Starting School Information

August 2021



Welcome to **Kirklandpark Primary School**. We hope that settling in to our school will be a happy experience for everyone concerned - your child, you as a parent or carer and for the staff who will be working with your child.

This booklet will hopefully give you some ideas of how you as a parent or carer can help your child come along to school ready to enjoy him/herself right from the first day.

If your child is visiting us for the first time we can assure you that our helpful staff and pupils will guide them through their early days.

### **School Times**

9.00am - 10.30am

10.30am - 10.45am (15 minutes playtime)

10.45am - 12.30pm

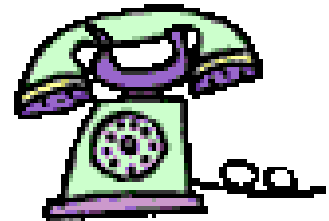
12.30pm - 1.15pm (lunch)

1.15pm - 3.00pm



### **Parents Visiting**

Please enter using the main entrance. You will then be able to let someone in the office know you are here.



**School Phone Number** - 01357 520177

### **Parking**

We encourage everyone to avoid bringing cars to the school car park. Visibility for children at the crossing points is limited and our janitor will cone off the entrance to try to make it safer for them.

Parking is available at the top entrance to the park and we ask that you park there and walk over to the school.

If coming by car during the school day, please use the parking bays. Disabled parking bays should only be used by blue badge holders.

**Please** drive safely, thinking of our neighbours and remembering there are always small children around.

**Thank you for your cooperation with this.**



## Some important questions answered.

### 1. When does my child start school?

Your child starts school on **Monday 16<sup>th</sup> August 2021**. On that day the children will be in school from **9.45am until 2.55pm**.

### 2. What happens on the first day?

- You will be invited to bring your child into the playground via the main entrance gate at the Kirkland Park Avenue side of the school. Please accompany your child to the external door of their classroom. There will be signs and members of our staff to point you in the right direction.
- Go straight inside the classroom and help your child to find their seat and to record what they are doing for lunch - don't worry we'll be on hand to help!
- The children don't need to change their shoes or jackets just now. Our staff will help them to do this once all parents and carers have left.
- There will be a short time when you can take photographs in the class.
- After that, please go to our dining hall where you can enjoy a cup of tea while you complete some registration paperwork.
- **From Tuesday 17<sup>th</sup> August onwards the children will be in school from 9.00am until 3.00pm each day.**

**Please note that unlike nursery, which has flexible start times, school starts promptly at 9am.**

### 3. What will your child need on the first day?

A smile!

A school bag

A bottle of water

A small healthy snack

Gym shoes- all pupils change into indoor shoes

Tissues/handkerchief

A packed lunch if they're not having a school dinner.



#### **4. Where will I collect my child after the first day?**

On the first day, please come into the infant playground to collect your child. When collecting your child please stand well back from the doors to enable the Class Teacher to see all the adults, as the children will only be allowed to go when parents and carers can be seen.

We will bring the children out at 2.55pm to avoid the rush of children in p2-7 who will be leaving at 3.00pm. Please make your way out of the playground as soon as you have your child.



As from (and including) Tuesday 17<sup>th</sup> August, the children will be escorted to the gate at the main entrance (Kirklandpark Avenue) or Lethame Road (the side where the Lollipop person stands), depending on where you've told us they will be collected. This will continue until the October holiday. Thereafter, a member of staff will stand at each of the gates and any child who doesn't see the adult they expect to be collecting them will be supervised and brought back into the school building.

Please note that parents are not permitted in the playground at the start and end of the school day.

#### **Important Information**

##### **People who will work with/support your child at school**

Headteacher - Mrs Laing

Depute Headteacher - Mr Beebee

Acting Depute Headteacher - Mr Hepburn

Principal Teacher - Mrs Gray

Primary 1 Teachers - t.b.c.

School Support Assistants -

Mrs Bain, Mrs Kennedy, Mrs Lambie, Mrs Mercer, Mrs Archibald, Mrs Healy, Mrs McJannett, Mrs McWhinnie and Mrs Stuart.

Mrs Dunn (Support Assistant Team Leader)

Mr Lindsay (Janitor)

### What happens if my child takes ill at school?

- We will contact you immediately if your child is visibly unwell.
- If we cannot contact you, we will contact your emergency contact. Please keep all phone numbers given to the school up-to-date, particularly mobile telephone numbers.
- Your child will be supervised until an adult comes to collect them.
- If your child has an accident in school it may be necessary to take him/her to hospital.

If your child is unwell before coming to school, please keep them at home. If they come to school, we will assume that you have made the decision that they are fit for school and we will not send them home unless their condition deteriorates considerably.

Please note that within school it is not always obvious when children are unwell as they don't always make this known to us and it isn't always physically noticeable. If they are obviously unwell, we will phone you right away. If they don't present as being unwell we will monitor them carefully before contacting you (some children can have minor symptoms that pass).

### What if my child has a medical problem?

- Please speak to the school about any aspect of your child's health which may concern you.
- If your child requires medication to be administered in school then you must complete the relevant forms.
- Please do not send your child in with medicine and a note of instructions as **the medication will not be administered**.

### What if my child has an appointment?

- Please inform the school office or the Class Teacher beforehand.
- No child is allowed out of school during the school day unless they are collected by an adult.

### What if my child is absent from school?

- If your child is unable to attend school, please telephone the school on Day 1 before 10.00am. A message should be left on our answerphone. If the absence continues, please keep us informed.



**THESE MEASURES ARE TO ENSURE  
THE SAFETY OF YOUR CHILD!**

**School Uniform**

- Blue Polo Shirt/Shirt/Blouse
- Grey Embroidered Sweatshirt
- Grey trousers/skirt / pinafore
- School tie



**PLEASE NAME ALL ITEMS OF CLOTHING**

**Gym**

- Gym Shoes
- White or blue short sleeved T shirt (no vest-tops please)
- Black Shorts
- No football colours
- NO JEWELLERY

(Earrings must be removed for gym days. On non gym days small studs only to be worn at school)

**Homework**

- Please check your child's bag every evening.
- Please sign your child's homework.
- Homework should NOT be stressful for children OR parents. If your child is struggling for any reason, please let the teacher know.
- Your child should keep their homework materials in their bag at all times in case they are needed during the school day.

**Promoting Positive Behaviour**

- In Kirklandpark Primary School we have a policy of promoting positive behaviour. Staff in school like to work in partnership with parents in preparing children with skills for life. Prepare your child to be a good citizen by encouraging them to care about others e.g. helping around the house and being valued for doing so. All children love to know how well they are doing.

**Try to catch them being good and praise them.**



## Holidays 2021 - 2022

- Children return Monday 16<sup>th</sup> August 2021
- September Holiday: School is closed from Friday 24<sup>th</sup> September — Monday 27<sup>th</sup> September 2021 inclusive
- October Holiday: School is closed from Monday 11<sup>th</sup> - Friday 15<sup>th</sup> October 2021 inclusive
- Inservice Day: Monday 15<sup>th</sup> November 2021
- Christmas Holiday School Closes At 2.30pm on Wednesday 22<sup>nd</sup> December 2021 and reopens on Wednesday 5<sup>th</sup> Jan 2022
- February Holiday: Monday 14<sup>th</sup> and Tuesday 15<sup>th</sup> February 2022
- Inservice Day - Wednesday 16<sup>th</sup> February 2022
- Spring Break - School Closes at 2.30pm on Friday 1<sup>st</sup> April and reopens on Tuesday 19<sup>th</sup> April 2022.
- May Day Monday 2<sup>nd</sup> May 2022
- Inservice Day: Thursday 5<sup>th</sup> May 2022
- Local Holiday Friday 27<sup>th</sup> - Monday 30<sup>th</sup> May 2022 inclusive
- Summer Holiday Close on Friday 24<sup>th</sup> June 2022 at 1pm

## Starting School

Starting school is such an important time for children. For them it's a time of great excitement and anticipation. There are lots of new things to learn and lots of new friends to make. However, it is understandable that you as a parent may be a little apprehensive. There are some things that you can do as a parent/carer to help your child be independent at school.

**It will be helpful if your child is able to:**



- Go to the toilet by themselves.
- Put their jacket on, fasten it and hang it up on their peg.
- Put their shoes on and off without an adult's help.
- Get up early for school (don't leave it too late to practise)
- Wipe his/her own nose. Remember to give them some tissues in their school bag.



- **As a parent you should:**

- Explain to your child they should not go out the gates at break time.
- Explain to your child, if anyone hurts them they should always tell an adult.
- Encourage your child to be independent and use their self help skills e.g. Put on their own jacket, put on their own shoes, and use their knife and fork at meal times.
- If possible buy shoes without laces.
- Please put any money you give your child in a purse or an envelope clearly labelled for its purpose.
- Please clearly label all of your child's belongings e.g. blazer, jumper, trousers, skirt, tie, shirt.

**Some activities you may enjoy with your child before going to school**

- Talk about colours, number and shapes when out with your child.



you are



- Reading to your child as often as possible encourages them to sit still and listen carefully. Encourage them to hold the book with you and to turn the pages carefully. Talk about the story and the pictures. Ask them what is going to happen next. They will also like to tell you the story in their own words.



- To encourage your child's talking and listening skills; practise repeating nursery rhymes and number songs. Allow your child to complete the end of rhymes. You can give them more opportunities by playing games; matching pictures, spot the difference, taking turns and by sorting items according to colour or size and counting them.

- To encourage readiness for writing and to help develop their fine manipulative skills, cutting, threading, puzzles and small construction activities will help your child e.g. play dough modelling, duplo, lego. Many children love to "write" their own little stories and what looks like a scribble to adults can be important "writing" which has



meaning to a child. Please do not use capital letters when writing for your child-apart from the beginning of a name.

- Help your child to learn and play with others by encouraging them to take turns, show good manners - please and thank you and by asking them to share games or belongings in the family.



We hope this leaflet has reassured you as a parent/carer about your child's transition to Primary 1.

If you have any concerns or questions, please contact the school and we will be more than happy to help.



**Thank you for your support.  
We promise to take good care of your child.**