

Primary 1 Information Booklet

WELCOME

To Wester Cleddens Primary School

We would like to warmly welcome you and your family to Wester Cleddens Primary School.

We have put this pack together with general information regarding some of our school procedures and routines that we hope you find helpful as your child begins their school journey in Primary 1.

It should cover most of the general questions that are asked by parents who are new to our school. You will find a brief overview of the information summarised below:

- Getting ready for school
- What will I need for school?
- First Day of School
- School routines
- Activities and Clubs

We look forward to getting to know you over the coming years as your child starts their schooling here at Wester Cleddens.

Kind regards,

Wester Cleddens Primary School Leadership Team



*Happy Together
Learning Together
Achieving Together*

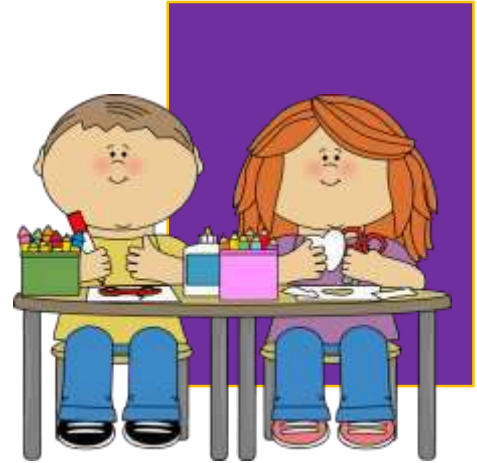


GETTING READY FOR SCHOOL



- It is very helpful to encourage your child to try and dress themselves as much as possible, as this develops their ability and confidence to do this by themselves by the time they come to school.
- Please encourage your child to play with pencils and crayons as much as possible and also encourage them to use scissors to cut (with adult supervision). This will help to further develop your child's fine motor control skills.
- Please encourage your child to recognise colours.
- Play simple games like bring me the blue crayon, find me a red sock etc.
- Encourage your child to say their numbers (e.g. 0,1,2,3,4,5,6,7,8,9,10).

It is also important to not just say them going forward but also practice saying them backwards (e.g. 10, 9, 8, 7, 6, 5, 4, 3, 2, 1, 0).

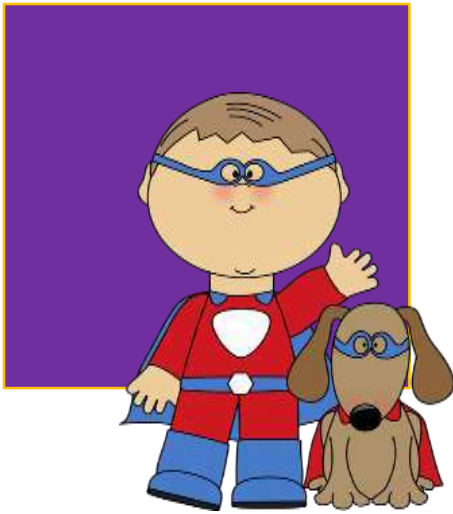


Sharing Stories



- Story telling helps to develop concentration and listening skills.
- Choose a quiet time when you are unlikely to be disturbed and sit close to your child so that they feel secure and relaxed.
- Books with rhyme are very good for helping your child to develop their language skills and knowledge of sounds.
- Listening to stories/audio books are another fantastic way of developing your child's literacy skills.

Picture Story Books



- Look at the pictures together and talk about them.
You could ask questions like –
 - **Who can you see in this picture?**
 - **What is happening in the picture?**
 - **How many people can you see?**
 - **What do you think will happen next?**
 - **What did you like about this book?**
- When reading, move your finger across the words from left to right to encourage a sense of directionality.

Early Writing

- Your child may be attempting to write his/her name which is fantastic. Please remember that in school the letter sounds are used to sound out the words. For example, when sounding out the letter 'a' it makes the 'ah' sound **not** 'ay' ('ay' is the name of the letter).
- If your child is writing their name, please encourage them to only use capital letters for the initial letter of their name and lower case for the rest (e.g. 'Lucy' and not 'LUCY').
- Once your child commences Primary 1, they will be taught how to correctly form each letter of the alphabet, the sound each letter makes and the name of the letter. In school, we currently use the Jolly Phonics scheme to help develop your child's knowledge and understanding of phonics.



Nursery Rhymes/Songs

- Sing and chant nursery rhymes with your child. This really helps with
- hearing sounds that are similar and different in preparation for reading and writing.

WHAT WILL I NEED?



School Bags

Please find a checklist below of items your child can bring with them to school:

First Day Checklist	
Indoor Shoes	
Homework Pack	
School Bag	
Personal Pack <i>(Change of underwear, top, trousers/tights. This is in case your child has an accident within school. Please label clearly in a plastic bag. These will be kept in class all year)</i>	
Pencil Case <i>(with a pencil, rubber, sharpener and ruler)</i>	
Water Bottle <i>(this can be kept in class and can be refilled throughout the school day)</i>	
Snack for Break Time	

*****Please ensure all your child's clothing and items are labelled.*****

Personal Belongings

- One purple jumper looks very like the next and can get easily get mixed up, so it helps to have all items of clothing labelled.
- Any missing items will be stored in lost property.
- Children should not bring any expensive toys or personal belongings into school.
- Children should not wear jewellery to school, particularly dangly earrings. Any jewellery that a child is wearing will need to be removed for P.E. lessons. Earrings need to be removed by the child and cannot be removed by any of the staff within the school.



Homework Bags

- At Wester Cleddens, the P.T.A. have very kindly bought every Primary 1 pupil their own 'Homework bag'.
- Your child will have their own bag, which will be used to keep their homework in, including any reading books that are sent home. However, your child will still require their own school bag, to hold other materials for school.
- Homework bags are used by all our Primary 1 -3 pupils.
- Please check your child's school bag and homework bag on a nightly basis for any correspondence from school.
- Most letters will be put in your child's homework bag which will come home every night..
- Further information on homework will be given once your child starts school in August.



School Uniform

- White shirt and school tie.
- Purple jumper or cardigan with school badge.
- Grey skirt or trousers.
- Black shoes.
- At Wester Cleddens, all pupils change into indoor shoes when they are in school. Please ensure that your child brings a pair of sandals to wear indoors during class time.
- For P.E. children should bring a plain white t-shirt and plain shorts. Branded t-shirts and football strips are not permitted.

**Please note that during this past session we have been flexible with regards to school uniform due to COVID 19 restrictions. Further updates about uniforms and P.E. kits will be shared closer to the start on term in August.*



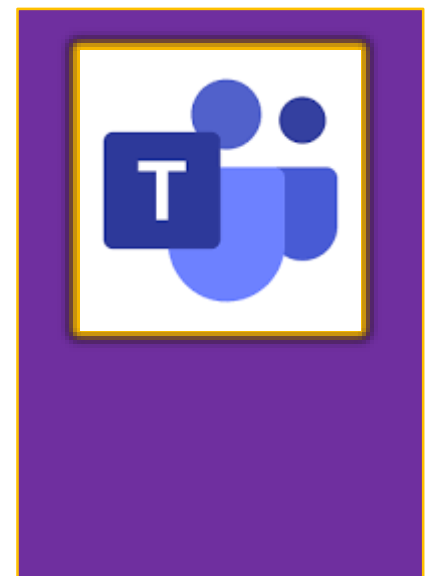
Lunches & Healthy Snack

- When your child begins school, please ensure that your child knows whether he/she is having a **packed lunch**, **cafeteria lunch** or **going home for lunch**.
- Packed lunch boxes should also be well labelled as quite often children will have similar lunch boxes and they can find it difficult to identify which one is theirs.
- Packed lunches will be eaten in the dinner hall and any uneaten food will be returned home so that parents can see what has been left.
- As we are a health promoting school we encourage the children to bring a healthy snack for playtime. We also have fruit break in the afternoon where children are encouraged to bring a piece of fruit to have in class.
- Children can also have a bottle of water to drink during class time.



Microsoft Teams

- This past session, as part of our adaptation to Remote Learning due to lockdown, we have moved to using Microsoft Teams to share pupils learning in class with home and to distribute Home Learning (home work).
- When your child starts Wester Cleddens in the new term, they will be provided with a Glow log in that they can use to log on to Teams.
- More information on the use of Teams as well as a video tutorial guide to support the use of Teams at home will be shared with parents closer to August.

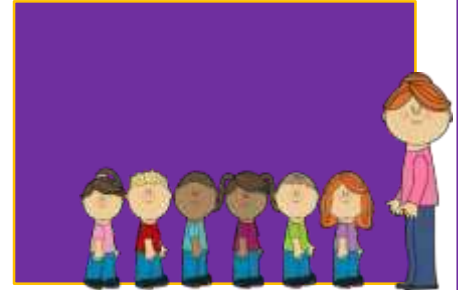


FIRST DAY AT SCHOOL



What to expect

Normally, on the first day of school, your child would begin at 9.15am and finish at 2.40pm, however we have had to make changes to our start and finish times for our new Primary 1's first day due to Covid 19 restrictions. **More guidance on start and finishing times for the first day will be shared in August.*



Once in school, your child will spend time getting to know their teacher and learning where to put their bag, jacket etc.

There will be lots of different activities set out for your child to choose to take part in such as construction, crafts, drawings, reading etc.



Where to line up

There will be a 'drop off zone' for each to class line up in. This will be clearly labelled in the playground with either chalk or a sign. The boys and girls will then enter the building through the door at the back of the school building. This will be the same door they will exit at the end of the day. The 'pick up zone' will be the same as the 'drop off zone' (where the children line up in the morning). There will be adults in the playground to guide you to the different areas.

At the moment, with the current government and EDC guidelines around social distancing, we have not been able to fully form our plans around how many parents/carers can come into the playground (at the moment it is one adult per child/family). We will confirm these details closer to the starting date in August.

SCHOOL ROUTINES



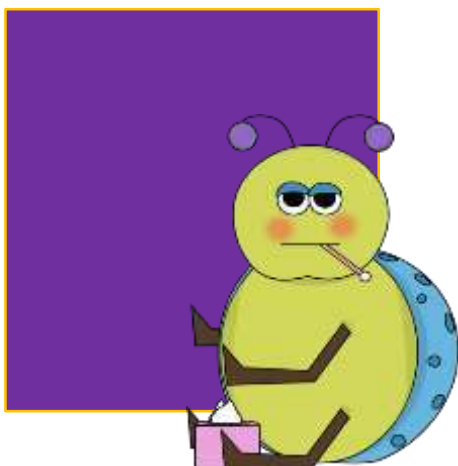
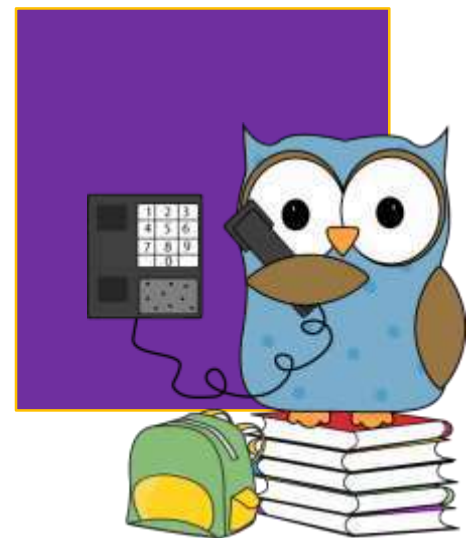
School Opening Times

School Starts	9.00am
Morning Session	9.00am – 12.15pm
Lunch	12.15pm – 1.00pm
Afternoon Session	1.00pm – 3.00pm
School Closes	3.00pm

**Please note that this session, these times have changed slightly due to COVID 19 restrictions in place. More information on any changes will be communicated closer to August in line with government guidelines.*

Emergency Contact

- It is important that the school office have the most up to date Emergency Contact details.
- If you change your address, main line phone number or mobile phone number or if any other people named on your child's Emergency Contact list make any changes, it is crucial that the office are informed of this as soon as possible.
- Please can you notify the office of any changes in writing.



Absences

- Following EDC Policy and Procedures, all absences must be reported to the school office by 9.15am on the day of absence. This is for the safety of your child and enables us to put procedures into place should your child be missing from education.

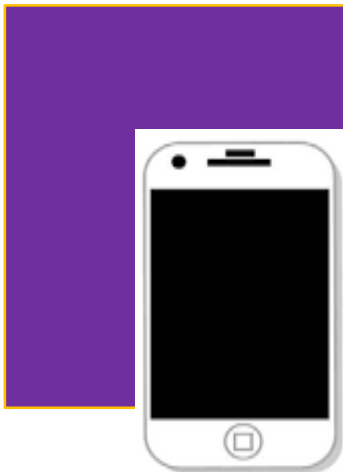
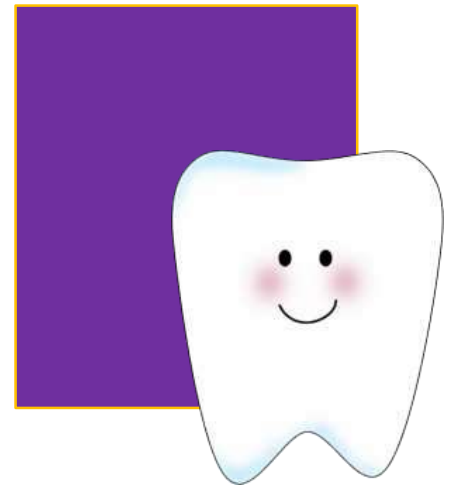


Medicines

- If medicine has to be given to your child during the school day you must complete a consent form providing written consent for the medicine to be administered.
- If your child has any medical condition that requires medication, e.g. Asthma or allergies, appropriate medicines must be kept in school and replaced as required.

Attending Appointments

- If your child needs to attend an appointment during the school day (e.g. dentist, doctor, optician etc.) advance notice is required to be given to the school office either by phone or in writing.
- When collecting your child for an appointment an adult must come to the school office before their child can be released from school.

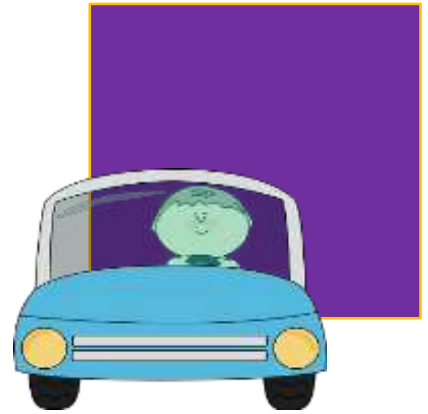


Mobile Phones

- Children are not permitted to use mobile phones within the school grounds.
- If your child does have a mobile phone, it must be turned off during the school day.
- The school cannot take any responsibility for phones being lost or broken if they are brought into school.

Road Safety

- As a health promoting school we encourage children to walk to school as much as possible, however, we do recognise that this is not always possible. If you need to bring your child to school via car, you should not enter the school grounds to drop your child off or collect them at the end of the day.
- If you do require access to the school car park, a parking permit can be requested in writing to Mrs Kynigos.



Playtimes

- All children are supervised during playtimes and lunchtimes by our support staff.
- Any bumps or accidents are recorded by our First Aid Officers.
- During rainy days the children will remain inside the school and are supervised by our Support Staff. We would also normally have Primary 7 'Wet Play Monitors' but this has not taken place this year due to COVID 19 restrictions.

Buddies

- As you may be aware we have a Buddy System in place at Wester Cleddens Primary. Every Primary 1 and Primary 2 pupil have their very own buddy. Normally, during the Primary/ Nursery transition your child and their buddy would have met each other either at nursery or at the school (or both).
- Throughout Primary 1, there will be a variety of buddy activities that will take place.
- Our Buddy Programme has been adapted this session and buddy activities took place via Live Class Team Meets on Microsoft Teams due to Covid 19 restrictions. All children fed back positively about these live online events and the ability to communicate with their 'Buddy' regularly through our designated 'Buddy Team' channel.



ACTIVITIES AND CLUBS



Parent Council & P.T.A.

- At Wester Cleddens Primary School we have a very supportive and active Parent Council and P.T.A., who meet regularly throughout the school session.



Our **Parent Council Co-Chairs** are Mrs Kate Ferguson and Mrs Sarah Humphris.

- If you would like to join or contact the Parent Council, you can do so by emailing parentcouncilwcps@gmail.com

Our **P.T.A. Chair Person** is Mrs Jennifer Hamilton

- If anyone would like to join or contact the PTA, you can do so by emailing: westercleddenspta@gmail.com.

Active Schools



- Active Schools aim to provide more and higher quality opportunities to take part in sport and physical activity before school, during lunchtime and after school, to develop effective pathways between schools and sports clubs in the local community.
- Within Wester Cleddens, our Active School co-ordinator helps to support after school and lunch time clubs such as Fitness Club, Dance Club, Basketball etc. More information about the clubs offered will be distributed in the new term (August).

School Website & Twitter Account

- Please visit our school website to find useful information about Wester Cleddens and the wider school community at www.westercleddens.e-dunbarton.sch.uk

- In addition to our website please request to follow us on Twitter, [@wester_cleddens](https://twitter.com/wester_cleddens). Twitter is a fantastic way of sharing learning, activities and events that take place at Wester Cleddens with parents and carers.

