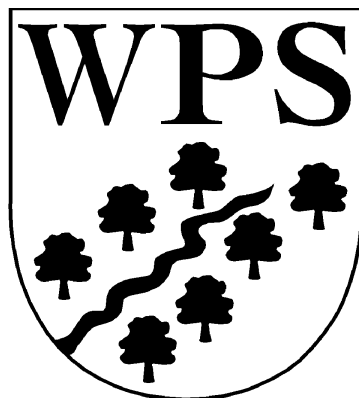


Woodburn Primary School



Primary 1

Welcome Booklet

August 2023

'Growing Community, Creating Success'

At Woodburn Primary School we are committed to ensuring a positive transition for all, regardless of their ELC setting and previous learning experiences. We regularly review our transition process in order to support all children and families as they transition into Primary 1.

Our main aim is for each child to feel happy, settled and confident in their new surroundings. We hope to make the transition from ELC to primary as enjoyable and informative as possible ensuring that you and your child can look forward to starting their learning journey at Woodburn Primary School.

We want to develop the partnership between home and school. We value this relationship, acknowledging the difference working together makes to children's confidence, learning and progress.

Throughout the transition process and into the school year we aim to provide all parents/carers with the information they need to support their child with their wellbeing and learning across the curriculum and beyond school.

We provide the following opportunities for parents/carers and teachers to talk, share information, concerns or discuss wellbeing, learning and progress. You know your child better than anyone else, we appreciate what you have to say.

- Dropping off your child or picking them up is an opportunity to tell the teacher briefly about any concerns you have or ask a quick question.
- Seesaw is used to share your child's learning journey, successes and achievements.
- Parent/Carer Consultations provide an opportunity to discuss your child's progress.
- An end of session written report shared information about your child as a learner, detailing their strengths and next steps.
- Our open door policy means that you can make an appointment to speak to the teacher, Depute Head Teacher or Head Teacher, at any time. If there is something troubling you, or there is something you think the school should know, please let us know.

Meet the Team

Primary 1 Class Teachers

		
Miss Emma Boyle Class Teacher	Mrs Emma Stewart Class Teacher	Miss Fiona Scott Class Teacher
		
Miss Vittoria Sartore Class Teacher	Mrs Kirsty Richardson Class Teacher	Miss Alex Hutchison Class / Nurture Teacher

P1B – Mrs Boyle teaching Monday to Friday

P1E – Mrs Emma Stewart teaching Monday to Thursday, Miss Alex Hutchison teaching Friday





P1F – Miss Fiona Scott teaching Monday to Friday

P1SR – Miss Vittoria Sartore teaching Monday to Wednesday, Mrs Kirsty Richardson teaching Thursday and Friday

All class teachers have time in the week for planning and preparation. Across the year group this will be covered by Miss Alex Hutchison and Mrs Kirsty Richardson.

We also have a team of wonderful Learning Assistants who work with the teachers, children and families within Primary 1. They will support our transition events and we will introduce them to all children.

Our Senior Leadership Team

			
Mrs Joanna Findlay Head Teacher	Mrs Jen Faulds Depute Head Teacher (ELC – P1)	Mrs Elspeth McNeil Depute Head Teacher (P2 – P4)	Mrs Susan Welsh Depute Head Teacher (P5 – P7)


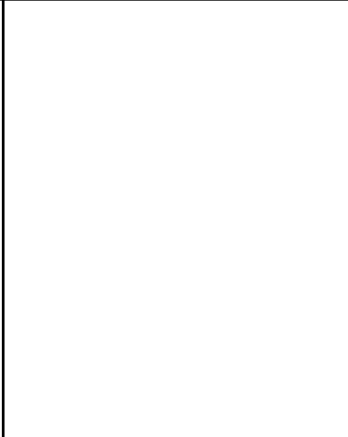

Our Office Team

The office team is always at the end of the phone to help you and your family at school. Mrs MacDonald is also one of our First Aiders.

			
Mrs Wendy Reid	Mrs Laura Gillespie	Mrs Gemma MacDonald	Mrs Emily Young

Other Supports



			
Mr Scott Borthwick Nurture Teacher	Mrs Nadine Cosgrove P1 – Support for Learning	Mrs Angela Welsh Early Years Home Link	Mr Tommy Campbell Youth Worker

Our Janitors

Mr Roe and Mr Haig are always very busy helping the children and adults in our school.



Mr Paul Roe



Mr Jim Haig

Primary 1 Classrooms

Primary 1 classrooms are accessed from the infant playground. The Primary 1 team will show children where to sit for gathering times and then where to sit when they need to be at a table for teaching input. There will continue to be many of opportunities to play in Primary 1.



A core provision of play will be available in each classroom. Additionally, all children in Primary 1 access our 'Play the Woodburn Way' atrium space and our outdoor courtyard.

Primary 1 Play Atrium

All Primary 1 and 2 classes have timetabled access to the play atrium.



Essential Information

School Hours – current school hours

Monday – Thursday 8:40am – 3:10pm

Friday 8:40am – 11:55am

NB: we are currently in consultation with families regarding the times of the school day. If there is a change to these times, we will notify all families as soon as possible.

Starting School

Wednesday 16th - Thursday 17th August 8.50am - 12.00pm

Friday 18th 8.50am – 12.10pm

Where to line up on Wednesday 16th August will be marked in the playground.

Each class will be invited to stay for lunch on either the 16th or 17th. We will share this information as soon as possible.

Week beginning Monday 21st August - all Primary 1 children will be in school from **8:40am until 3:10pm** and from **8:40am – 11:55am** each Friday.

Arriving at School

The classroom doors open at 8:40am and your child should be ready to line up in the playground for this time. If you are late and you have missed the line please go to the school office. Please be careful if you are driving to school and use the designated drop off and parking zones. We have a very busy access route and car park and we encourage all families to walk to WPS, where possible.

Leaving school

All Primary 1 children should be collected by an adult, someone over 16 years of age. Please be on time at the end of the day as children can get very upset if they are not collected on time. If you have a problem getting to school on time please telephone the school office so we know where you are and can reassure your child.

Please let your class teacher know if your child is going to an after school club or is going to be picked up by a different adult. All children who are not collected from the class teacher at the end of the day are taken to the school office and parents/carers contacted.

Free Fruit

As part of a Scottish Government initiative, Primary 1 and Primary 2 children are offered a selection of fruit twice a week. If your child has any allergies to fruit please let your class teacher know immediately.

Snack

Your child can bring a snack to eat at playtime. One item is enough! We recommend fruit or a healthy snack. As a health promoting school we would prefer no sweets to be eaten as a snack. We are also promoting a **NUT FREE** school as we have some pupils with a serious nut allergy.

Playtime

The Primary 1 children will be introduced to the playground staff before they go outside to play. Currently, all Primary 1 children share an area of the playground during the staggered break times.



School Meals

Woodburn is a Health Promoting School. As part of a Scottish Government Incentive, all Primary 1 – 3 receive free school meals. You may prefer to bring a packed lunch from home.

Houses

At Woodburn we have four school houses: Buccleuch, Glenesk, Lothian and Melville. If your child has an older sibling already in school, they will be in the same house. You can find which house your child is in on the front of your welcome pack. We run a variety of house themed activities throughout the year including House Captain Elections for P7 and Sports Day activities.

Buccleuh

Glenesk

Lothian

Melville



Children are encouraged to wear their house colours at P.E. and for Sports Day. P.E. t-shirts with the school badge are available to order.

Sharing Learning and Achievements

At Woodburn we use Seesaw to share learning and achievements with families.

We also use Twitter @woodburnps to share school information and outside achievements.

Woodburn WOWs are used to celebrate significant achievements. Each week, a child/children from every class receive a Woodburn WOW.

First Day Check List

It might be useful to check your child has the following things for their first day.

- A schoolbag, which can be can opened and shut easily (you should make a habit of checking schoolbags daily for messages from school).
- A snack for break time.
- Clearly marked belongings, all items of clothing please!
- Arrangements for home time which are understood.
- Medical information handed over as necessary.
- Up to date emergency contacts shared with the school office.

We hope that you have found this booklet helpful and that it has answered many of your questions about your child's first year at school. Home and school working in partnership is the best way to ensure the best start for your child.

If you have any questions/concerns/comments, please contact the school at any time.