

Welcome to Hanover Street School



**Beginning Primary 1!
Information for Parents
2016/17**

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06 June 2016

Dear Parents

Welcome to our first induction meeting!

We hope to give to the necessary information to make you and your child's start in Primary 1 as smooth and as easy as possible.

In addition to the presentation information, I hope that this booklet will be a useful tool for you to refer to, leading up to your child starting with us for Primary 1.

In thinking about your child joining primary school, you may have heard of an important piece of legislation – the Children and Young People (Scotland) Act 2014, or more commonly known as the GIRFEC Approach. This has been implemented gradually across Scotland, and from 1 August 2016 will become statutory.

What is GIRFEC?

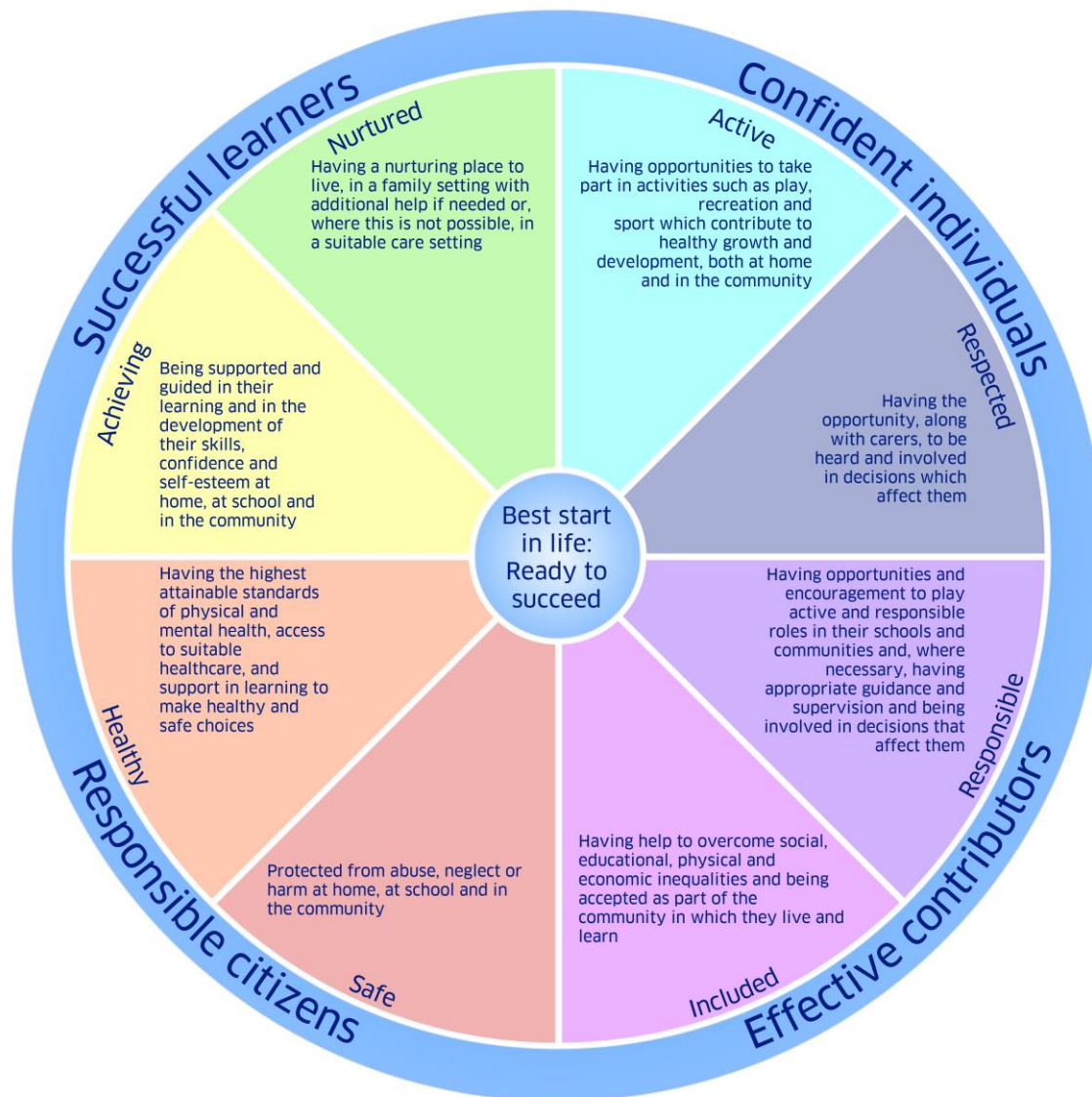
GIRFEC stands for 'Getting It Right For Every Child'. It is the Scottish Government-led approach to making sure that our children and young people – and their parents or carers – can get all the help and support they need from birth right through to age 18.

The wellbeing of children and young people is at the heart of the GIRFEC approach. Wellbeing is about how things are going for children in their lives. The GIRFEC approach uses eight words to describe what it looks like when things are going well – in other words whether a child is getting realised, the rights of being:

- ★ Safe
- ★ Healthy
- ★ Achieving
- ★ Nurtured
- ★ Active
- ★ Respected
- ★ Responsible
- ★ Included

These words can be used to find out where a child's strengths lie and also, if there are concerns, to see where some advice, help or support might be needed. They help everyone to understand wellbeing in the same way, and use the same language to talk about it. You can expect to hear wellbeing referred to when your child's health visitor or school contacts you.

These wellbeing words are often known as the SHANARRI indicators and illustrated in the SHANARRI wheel, which you may see dotted around the school and medical centres, etc.:



To raise awareness of this, and to structure the information I will be giving you today, I have organised the booklet under the 8 Wellbeing Indicators, detailed above.

Yours sincerely

Miss Gillian Forbes
Depute Head Teacher

SCHOOL AIMS

Vision Statement

Hanover Street School's aim is to create a welcoming, friendly, happy and safe environment to enable our children to achieve to their full potential and become successful learners, confident individuals and responsible, effective contributors to society.

School Aims

Our School Aims are:

- ★ to provide a welcoming, caring and friendly environment where children feel happy, safe and secure.
- ★ to provide challenging and appropriate learning experiences to promote successful learners within a full and balanced curriculum.
- ★ to promote responsibility, fairness, honesty and respect for others to enable children to become responsible citizens.
- ★ to develop communication, co-operation, perseverance and resilience to create effective contributors to society.
- ★ to encourage and develop good relationships between children, parents, staff and the wider school community.

At regular assemblies, we simplify these aims to the words from the vision statement:

Welcoming

Friendly

Happy

Safe



STARTING SCHOOL

Who will you meet, speak to or work with your child?

Staff

Head Teacher – Mr Peter Gibb (Acting)
Depute Head Teacher – Miss Gillian Forbes
School Administrator – Mrs A. Wilson
School Support Assistant – Mr L. Wilson

Primary 1 Teachers

Mrs Fiona Williamson (1 Day) Mrs Margaret Murray (4 Days)
Miss Natalie Palin

***These staffing arrangements may change. You will be kept informed of any changes.**

Pupil Support Assistants (PSAs):

timetabled according to needs of pupils across the whole school

Mrs Anderson, Mrs Cruickshank,
Miss Gutsche, Mrs Ingram, Mrs Shepherd,
Mrs Woodburn and other relief PSAs

PRIMARY 1 CLASSES

We have two Primary 1 classes starting in August this year. A separate note with your child's class and starting date is enclosed in your information pack.

***Please note, due to fluctuating numbers, classes may be subject to change.**

Across both classes, the children will start in 3 groups:

Group 1:

Tuesday 16 August 2016

Group 2:

Thursday 18 August 2016

Group 3:

Tuesday 23 August 2016

In line with Local Authority policy, P1 children attend school in the morning only for the first three weeks of the session. Full day sessions will commence on **Monday 5th September**.

SCHOOL HOURS

9.00 – 10.30am: 1st morning session
10.30 – 10.45am: **Break Time**
10.45 – 12.30pm: 2nd morning session
12.30 – 1.30pm: **Lunch Time**
1.30 – 3.15pm: afternoon session



***On your child's first day please meet the teacher in the playground at 9.30am. You are welcome to come with your child to the classroom for a short while and photographs are permitted.**

***It is very important that children are collected on time. Young children can become confused and upset if they are left at school once all their classmates have left. If you are going to be late for any reason please contact the school office as soon as possible. If your child is to be collected by anyone other than their parent/carer you must let the school know too.**

SAFE

Health and Safety

Safety takes a high priority in school. Our main school doors are locked, this means that when you require entry you will have to buzz for attention. Remember though, you are always welcome in school.

When travelling to and from school you can encourage good road safety habits by using the marked crossings, which are patrolled by our lollipop people and by always holding your child's hand when crossing roads.



We ask also that when entering/leaving school, that the school gate is shut behind you and that **parents and children, should not use the school car park/gate to enter the playground.**

Lining Up



In the morning and after lunch, the children line up outside the historical girls' pupil entrance (adjacent to Hanover Street) where they will be met by their teacher. At the end of morning and afternoon classes, the children leave by the same entrance.

At the end of the day, we ask that parents wait in the playground for the children to be dismissed by their teacher. If you need to speak to your child's teacher at the end of the day, please wait until all children have been picked up. If you have a lot to discuss it would be appropriate to make an appointment first, as the Class Teacher may have after school commitments such as staff meetings etc.

Child Protection

Schools are required by law to report any suspected harm done to a child by possible abuse. Every school has a named senior member of staff appointed responsible for Child Protection matters. GIRFEC legislation refers to this as the '*Named Person*.'

In our school that person is the Head Teacher, Mr Gibb. Or, in his absence, it is Miss Forbes, Depute Head Teacher.

HEALTHY

Health Promoting School



As a health promoting school we reinforce a positive message about food to children through the snacks and drinks provided. In doing so, we hope to support you, the parent, in developing good eating habits for your child.

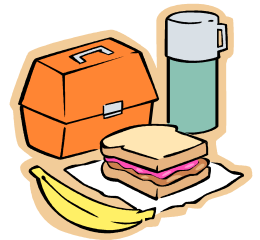
***Please let us know if your child has any allergies or religious reasons for avoiding certain foods.**

Snacks/Play-pieces

Each day, children should take a small snack for break time. A piece of fruit is what we encourage. As we are a health promoting school crisps, sweets, biscuits, etc. are discouraged. Also it is only a short time between break and lunchtime; if the children are eating only fruit they are more likely to enjoy a hearty lunch. Juice/drinks are not required as, just like in nursery, milk and water are available each day. If you do wish to provide some juice however, we do discourage fizzy juice and energy drinks.

School Lunches

In Scotland school meals are provided free for every child in Primary 1-3 and are offered once the children begin all day attendance. School meals are cooked within our own kitchens. The children are offered a choice of 3 main courses and a dessert each day. A non-meat dish suitable for vegetarians is always one of the main courses on offer. Menus are sent home with the children.



If you prefer, you can provide a packed lunch for your child. Please make sure that they can open packages and boxes with as little help as possible.

School Lunches For Parents!

Parents are given the chance to come for lunch with their child for a taster session.

This will take place on one of the days the week before children begin all day attendance. Letters will be issued once your child has started school.

Sickness

Please do not be persuaded by an unwell child that – “they want to come to school.” Bring a sick child to school puts all the other children and staff at risk. Children should not attend school for **48 hours after the last bout of any vomiting or diarrhoea.**



Head Lice

We encourage the regular checking of heads for live head lice and eggs (nits). Please, if you discover live head lice, do inform the school so that we can monitor the spread of any infection, and that we can make other parents aware.

School Health Service

Early in the first term parents receive an envelope about “Health Services for School Age Children”. This will contain:

- Programme for Health – an information leaflet for parents.
- Parent Questionnaire – about your child’s health.
- Consent Form – for school doctor/nurse screening checks.
- Details about the school nurse.
- A return envelope.

We will ask you to complete all relevant forms and return them to school in a sealed returns envelope. These will be collected by the school nurse.

Medication

If your child needs medication at school, whether this is regular or infrequent, we are not able to administer it until the relevant permission forms and instructions are completed. These can be collected at the School Office.



Tooth Brushing – Childsmile!



Childsmile aims to improve the oral health of children in Scotland, and reduce health inequalities. At Hanover Street, our tooth brushing programme begins in the nursery and continues through to the end of Primary 3. All of the children are given their own toothbrush and toothpaste. Supervised tooth brushing takes place in the classroom straight after lunchtime. From August 2016, there will be no requirement for a child to be consented to participate in this programme. There will be communication which will be sent to parents and carers, directly from Childsmile. Parents and carers will be given the option to 'opt out' of this programme on behalf of the child, by writing to the nursery/school on receipt of the communication.

Runny Noses

As I’m sure you can imagine, we have many runny noses throughout the school year. We would thoroughly appreciate it if you could provide a box of tissues on occasion to encourage the best possible hygiene in class.



ACHIEVING

Our Curriculum

At the heart of the Scottish Curriculum for Excellence are the 4 capacities

- ★ Successful Learners
- ★ Confident Individuals
- ★ Responsible Citizens
- ★ Effective Contributors



The curriculum works towards achieving these through the 8 subject areas listed:

Language

- Listening
- Talking
- Reading
- Writing

Mathematics

- Number, Money & Measurement
- Shape, Position & Movement
- Information Handling

Health and Wellbeing

- P.E., physical activity and sport
- substance misuse
- food and health
- relationships

Expressive Arts

- Drama
- Music
- Art
- Dance

Religious and Moral Education

- Christianity
- World religions
- Development of beliefs and values

Sciences

- Planet earth
- Forces, electricity and waves
- Biological systems
- Materials

Social Studies

- People, past events and societies
- People, place and environment
- People, society, economy and business

Technologies

- Technological developments in society
- ICT to enhance learning
- Computing science
- Food and textiles
- Craft, design, engineering and graphics

Curriculum Levels

Progression is indicated through curriculum levels, as detailed below. Most children in P1 will be working within the Early level. Curricular workshops will be available later in the session.

Level	Stage
Early	The final two years of early learning and childcare before a child goes to school and P1, or later for some.
First	To the end of P4, but earlier or later for some.
Second	To the end of P7, but earlier or later for some.
Third	S1 to S3, but earlier for some.

Parents' evenings normally take place around October and April. Formal written pupil reports are usually distributed prior to the April Parents evenings.

The Totality of Experiences

The curriculum includes all of the experiences which are planned for children and young people through their education, wherever they are being educated. These experiences are grouped into four categories.

- **Curriculum areas and subjects**
as detailed above
- **Interdisciplinary learning**
how the curriculum should include space for learning beyond subject boundaries which will provide learners with the opportunity to develop insights and apply skills in a way and/or to a degree not offered through the study of a discrete curriculum area
- **Ethos and life of the school**
the starting point for learning is a positive ethos and climate of respect and trust based upon shared values with genuine engagement across the school community.
- **Opportunities for personal achievement**
children and young people need opportunities for achievements both in the classroom and beyond, giving them a sense of satisfaction and building motivation, resilience and confidence.



Added to this, because children learn through all of their experiences - in the family and community, pre-school centre, nursery and school - the curriculum aims to recognise and complement the contributions that these experiences can make.

Homework

After settling into the Primary 1 routines, the pupils will begin to receive homework. We do have a separate Homework policy, which is available to view if you wish. Taken from it, is:

Amount and Frequency of Homework - Primary 1 and 2

Reading – approximately 10 minutes each day should be spent at home to practice skills taught in school

Literacy – once/twice per week children will be given work to reinforce phonic sounds and practice writing skills

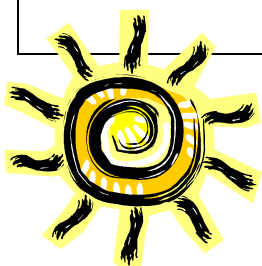
Mathematics – activities can support learning during acquisition of new skills and revise and reinforce knowledge, including Big Maths ‘Learn Its’

Topic – simple research tasks may be sent home as appropriate

and

Parental Support

At all stages parents are requested to sign the homework jotter/message book to show that they are both aware of the tasks set and have seen the completed work. Parents are also encouraged to become involved in supporting their child with tasks, comment on the efforts of their child and engage in dialogue with the class teacher with their queries or observations.



SUMMER HOLIDAY CHALLENGE!!!

Please look inside the paper bag to see what this consists of!



NURTURED

As a school, we are increasing our awareness of the 'nurturing approach' and embedding it further into our policies and practices.

There are 6 principles of nurture:



The Six Principles of Nurture

1. Children's learning is understood developmentally
2. The classroom offers a safe base
3. The importance of nurture for the development of wellbeing
4. Language is a vital means of communication
5. All behaviour is communication
6. **The importance of transition in children's lives**

Ref: Lucas,S., Insley,K. and Buckland,G. (2006)
**Nurture Group Principles and Curriculum Guidelines Helping Children to Achieve,
The Nurture Group Network**

What does this mean for you and your child?

Settling into Primary 1 can be emotional! At Hanover Street, when your child needs care, comfort and guidance, we give it to them. We talk, we listen, we look for solutions to any problems. In comfort, we give hugs, put arms round shoulders, give pats on backs, sit the children on our knee, etc., as the needs of the child dictate. Please, if you would like us not to hug your child in the event of them being upset, do let us know!



Breakfast/After School Club

We do not have a breakfast or after school club at Hanover Street School. There are various child-minders in the area, who offer this care facility, and there is also a leaflet in your pack about one possible after school club available.

ACTIVE



The Scottish Government recognises the positive impact physical education can have on a pupil's health, educational attainment and life chances and that it can form a key element of a school's plan to deliver the broad health and wellbeing outcomes and experiences contained within Curriculum for Excellence.

Hanover Street is committed to ensure, as much as possible, that every school pupil will benefit from at least 2 hours of physical education, per week, in primary school. We have an experienced P.E. Specialist, Mrs Armstrong, who works in tandem with the class teacher to deliver these 2 hours over the period of a week.

For health and safety reasons, we ask that children have a suitable gym kit.

This should consist of:

- a drawstring gym bag
- slip on gym shoes
- shorts
- hair bobbles/bands for tying up hair
- micropore tape for covering earrings – otherwise to be removed; and also
- spare pants/trousers/tights/skirt in case of any “accidents”.



***PLEASE LABEL ALL CLOTHING (GYM KIT AND SCHOOL UNIFORM) CLEARLY.**

Clubs & Activities

sportscotland
the national agency for sport

Putting sport first

We work closely with SportScotland and the Active Schools Network who help to develop and support the delivery of quality sporting opportunities for our pupils.

Throughout the session, your pupil may have opportunities to take part in sports/physical activities either during lunchtime and/or after school. In recent years, these clubs have included athletics, basketball and multi-activity club. More information will follow as it becomes available.

RESPECTED

We always promote a respectful relationship and culture between:

- Pupils and pupils
- Pupils and all staff
- Pupils and parents
- Parents and all staff
- Pupils, parents and the wider community



Aberdeen City Council Schools are committed to becoming “Rights Respecting Schools (R.R.S)” where we make children, parents, staff and the wider community aware of the United Nations Convention for Rights of the Child (UNCRC).

In June 2015, we as a school began working on the Rights Respecting School initiative and received our “Recognition of Commitment (R.O.C) Award”. We aim to take R.R.S. further and embed it into our curriculum and wider school activities. Look out for more information coming to you about this, soon!

Pupil and Parent Participation

We respect and appreciate **pupil participation** in developing the life and accomplishments of the school. Your child will receive opportunities to participate in various committees, groups, and activities to widen their experience, and most importantly, to let their voice be heard. In these groups, we encourage **parent participation**. If you have a certain skill, interest or passion for any of the following, do let us know, so that we can benefit from your parental participation too!

- ***Pupil Council***
- ***Eco-Committee***
- ***Science Group***
- ***After-School/Lunchtime Clubs***



RESPONSIBLE

School Uniform

We strongly encourage the wearing of school uniform – it promotes a sense of identity and belonging to the school, the children look smart and it is relatively inexpensive. Hanover Street School uniforms are available online: <http://www.clothingattesco.com/icat/embschoolwear>. However, there is some stock from our previous stockist available to buy directly at the school office. If buying from other shops and supermarkets, our colours are: **navy**, **grey** and **pale blue**.

School Clothing Grants

As outlined in the booklet 'A Guide to Education and Children's Services' Clothing Grant Application Forms for session 2016/2017 are now available for distribution to parents. These can be collected from the school office. The Clothing Grant budget runs from 1 April to 31 March so applications for session 2016/2017 may be made from now to the end of March 2017.

Praise and Positive Behaviour Management

All young children respond favourably to praise and recognition, along with clear, and firm but fair boundaries. Our staff will deal with your child in a kind and caring manner. Similarly, the children are encouraged to treat each other and adults with respect and to be kind and caring.

We ask that parents co-operate with us in encouraging children, by offering praise when their child copes with a difficult situation, achieves a goal, masters a new skill or behaves well.

Soon, we will be working on refreshing our School's Positive Behaviour Policy, and developing a School Charter detailing rights and respectful behaviours, with some restorative approaches in school. Until then, a good guide that we generally use in the infant stages is the Golden Rules:



INCLUDED

We value information from you so we can make your child feel and be included as much as possible. **Please complete the P1 Information Gathering Sheet.** This will highlight important information to your child's teacher in an easy form.

Parents and Home/School Communication

We consider our daily contact with you to be vitally important – time for us both to exchange information – for the benefit of your child. Please don't rush away! It is helpful to share with staff any special events, or problems, happening out-with school – weddings, deaths, family splits etc. If we are informed we can help your child should they become unsettled. Please use the Reading Homework Diary that your child will receive to note down any queries/concerns if you cannot see the teacher at the end of the day.



English as an Additional Language (E.A.L.)

We have teachers and Pupil Support Assistants who support children with E.A.L. They support children with talking and listening, reading, writing, phonics and spelling. We have, and value, the many different languages being spoken at Hanover. We believe it adds to the culturally diverse and vibrant nature of the school. If any pupils are struggling in their understanding, we do our best to ask an older pupil to come and translate, if/when necessary.

Additional Support Needs (A.S.N.)

We at Hanover aim to identify and support any additional support needs children may have, be it social, emotional, behavioural or academic, short or long-term. If you feel your child is requiring further support in any of these areas, please speak to the class teacher in the first instance.

Welcoming and Including Parents

Finally, this induction is not simply all about your children! As parents, you are a hugely valued part of the school community – you have been your child's first teachers and provide the main role-model in their lives. It therefore makes sense that we work together as much as possible.

Parent Council

Hanover Street School has an active Parent Council, which relies on the support of every parent in the school. You are a member of the Parent Forum and will receive regular updates on its activities. Please try to help by becoming involved and supporting organised events.

Parent Helpers

We hope that many of you will consider lending a hand as a parent helper in school, either on an ad hoc or regular basis. Aberdeen City Council requires all parent and adult helpers in school to complete a disclosure application before helping out in school. If you'd like to help in any way, please see the class teacher.

IMPORTANT DATES FOR SESSION 2016-17

Further information for sessions after 2016-17 can be found on
Aberdeen City Council Website: <http://www.aberdeencity.gov.uk/>

Term 1

16 August 2016 - 7 October 2016

- In-Service Day - **Monday 15 August 2016**
- Term Starts - **Tuesday 16 August 2016**
- September Holiday - **Friday 23 - Monday 26 September 2016**
- Term Ends - **Friday 7 October 2016**
- October Holiday - **Monday 10 - Friday 21 October 2016**

Term 2

24 October 2016 - 23 December 2016

- Term Starts - **Monday 24 October 2016**
- Friday 18 November 2016
- Term Ends - **Friday 23 December 2016**
- Christmas Holiday - **Monday 26 December 2016 to Friday 6 January 2017**

Term 3

9 January 2017 - 31 March 2017

- Term Starts - **Monday 9 January 2017**
- Mid Term Holiday - **Monday 13 February 2017**
- Tuesday 14 February 2017
- Wednesday 15 February 2017
- Term Ends - **Friday 31 March 2017**
- Spring Holiday - **Monday 3 April to Monday 17 April 2017**

Term 4

18 April 2017 - 1 July 2017

- Term Starts - **Tuesday 18 April 2017**
- May Day Holiday - **Monday 1 May 2017**
- Tuesday 2 May 2017
- Term Ends - **Friday 30 June 2017**

In Service Days (also slotted into each term above)

- Monday 15 August 2016
- Friday 18 November 2016
- Tuesday 14 February 2017
- Wednesday 15 February 2017
- Tuesday 2 May 2017