

Dear Parent/Guardian,

September 2024

Welcome to our new school year in P4/5. I am very much looking forward to working with you and your child this year. I will be supported in this role by my very able colleagues, Mrs Karen McLaren & Miss Catherine Campbell, who will be the classroom assistants in the P4/5 class this year. Some of your children will have had me as their class teacher last year and those that didn't will have had Karen and Catherine as their classroom assistants last year and we hope they are as excited as us to be working with them again. We will spend the next few weeks getting to know everyone and are hopeful for a great year ahead. We would like to share the following information with you and will keep you updated if there are any changes.

Procedures:

P4 children will all sit on the side of the classroom nearest my desk, in one group, with their tables facing one another, while at the same time being able to see both boards (interactive whiteboard & normal whiteboard). Karen will sit near this table and so as to support them when required. P5 children will sit on the other side of the classroom, also face to face and mostly in groups of 4. They should also all be able to see both whiteboards.

All pupils in our class will enter the school either via the hall door, up until 8.45am, and after that, via the main entrance (the red double doors at the front of the school).

If you are collecting your child before home-time, you should report to the office, where Fiona, our school secretary, will collect your child from the classroom for you. Otherwise, at normal home-time your child can be collected from the exit door of our classroom, which is located just past the main entrance at the front of the school, near the outdoor gym equipment.

Schoolbags can be placed on the back of pupil's chairs or under their desks. Lunchboxes, snack and a non-spill water bottle should be kept in their school bags. Some coats can be hung up on the limited number of hooks outside the classroom, but if there are no hooks available your child should hang their coat over the back of their chair.

Pupils will wash their hands regularly throughout the day, including before and after eating and after using the bathroom. Staff will encourage and monitor this as best as possible.

All pupils will have their own tray, either under their table or at the side of the classroom. The tray should be kept tidy and should be used to hold a reading book, whiteboard, workbooks and other resources they may need throughout the day. Each table group will have their own pencil pot for pencils, pens, colouring pencils etc....

We recommend that pupils come to school in a clean uniform each day.

PE days will be Tuesdays and Fridays. On Tuesday your child should come to school in their school uniform and change into their kit after lunch for PE at 2pm. On Friday children are permitted to come to school in their PE kit but will be expected to change back into their uniform after break.

Money for dinners etc should be in a sealed envelope with your child's name on it. These will be collected in a container by the teacher at the beginning of each day.

If your child is unwell, please keep them at home. If a child feels unwell in school, we will phone the first contact. A child who is vomiting should stay off for at least 48 hours from the time they last vomited.

Homework:

Homework will begin on Monday 9th September. Each pupil will have their own homework books sent home each night. We will go through the homework together each morning and their books will either be stamped or a comment written on them. Reading for the week will be given on a Monday. When reading books are ready to be changed, books will be collected on a Friday and each child will receive new books the following Monday.

Monday- Spelling, mental maths, reading & 'A Way With Word' comprehension book.

Tuesday- Spelling, mental maths, reading and numeracy- Sections A, B & C of the Mental Arithmetic book

Wednesday- Spelling, mental maths, reading and 'A Way With Word' grammar/punctuation

Thursday- Spelling, mental maths, reading and numeracy- Mathematics activities.

Positive Behaviour

Positive behaviour will be promoted through the use of our 'trampoline' behaviour system. Pupils will bounce on reward for following all school rules, which are displayed in our classroom and will be talked through with your child. Pupils will earn Golden Time each day (30 mins per week) based on remaining on reward. Pupils may 'bounce' onto choice if they aren't following school rules, however we will always give pupils a verbal reminder before this. The 'choice' trampoline will act as 'thinking time'. They will be encouraged to bounce back to reward by making better choices. 'Consequence' is the third trampoline. Pupils will land here if they continue to ignore the rules and the opportunity to make a better choice. Golden time minutes for that day will not be earned for a pupil who lands here. If a child lands on consequence three times in a week Mrs Daly will be informed. We will also keep you as the parent informed in that instance.

Pupils have also the opportunity to earn house point/ stars which will earn them in class and whole house team rewards.

We will issue regular information on our class SeeSaw page so please ensure you register for this and regularly check it for updates. We may also post some photos on the P4/5 section of our school website.

Thank you for your support and we look forward to getting to know your child, making our class a fun, safe, learning environment and to working in partnership with you to the best of our ability.

Many thanks,

Gary McKenna.