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Dear Parents,

Firstly a very warm welcome back from everyone in Bankhead Primary School! We hope you had a fantastic summer and look forward to working in partnership with you throughout the y ear.

We welcome all our pupils and we extend a particularly warm welcome to our new Primary 1 pupils. Our current role is 405 chidlren. We would also like to welcome back Miss MacKay who is teaching her former class in P5b and Miss Heather McLarty teaching P3a ( Mrs Watson teaches P3a on a Thursday) and Mr McCusker teaching P6b with Ms. Butterworth teaching P6b on a Thursday too.

On the school website you can read **Bankhead Primary’s Standard and Quality Report for 2018-2019. If you prefer a paper copy of the report you can collect one form the school office.**  This report outlines some of the successes and achievements from last session and our goals for this year. We have also included a section on the progress of the Pupil Equity Fund to date and will continue to provide you with further information as the year progresses. We include information about the lunchtime and after school clubs.

**Open Afternoon**

On **Tuesday 17th September**  we are opening our classroom doors and inviting all parents of children from **P1-P7** to come and meet their child’s teacher. This will be an opportunity for you to see your child’s classroom, say hello to their teacher/teachers and join your child in their leanring. This is an informal meeting and there are no individual time slots so please drop in between 2pm and 3pm. Due to the informal nature of this event we would ask that you do not request an update on your child’s progress.

**Harvest Assembly**

Harvest assembly will be on **Thursday 10th October at 9.30am** when the school community donates food items to support the local North West Foodbank. We appreciate any donations you are able to offer. Parents an Carers are alos welcome.

There has also been a tradition in Bankhead of donations of flowers which can be delivered to elderly neighbours and if you would like to contribute by buying a bunch of flowers for these elderly neighbours that would be very welcome.

**Holidays and In-service day**

The September Weekend takes place on Friday 27th inclusive and Monday 30th September and children return to school on Tuesday 1st September .

The next In-service training day for staff takes place on **Friday 11th October** and children should **not** come to school on this day. The mid-term autumn break is from Monday 14th to Friday 18th inclusive. Children return to school on Monday 21st October 2019. We hope that you have a very enjoyable family holiday.

**Home/School Links**

We are determined to improve communications in every way we can. A communication board is placed on the brick pillars on Caldwell Avenue and Broadlie Drive to help everyone access key information without needing to enter the building. Information will also be added and refreshed on the Website and you can also refer to our Twitter account @BankheadGCC. Each newsletter will have a cut off section inviting you to write your suggestions and ideas. ‘You said’ & ‘We did’ will be a regular feature of our Newsletters. As well as newsletters and our website we are always ready to listen to your comments and concerns. However, please remember that the class teacher’s first responsibility is to the children and 9a.m. is a very busy time. If you would like to discuss an issue with any member of staff please ask for an appointment and we will arrange one as soon as possible. A member of the Senior Leadership Team, Mrs McKinlay, Mrs Clark and Mrs Hamilton, are always available in case of emergencies.

**School Office Open Hours**

Bankhead Primary’s School office is staffed by Mrs Rutherford and Miss Smith and is open between 8.30am-4.00pm Monday-Thursday and 8.30am-3pm on Fridays. We have an answering machine in operation outside these hours if Mrs McKinlay, Mrs Clark and Mrs Hamilton are unavailable.

**Baby News!**

Many congratualtions to Mrs Saunders on the birth of her handsome baby boy called Jack and to Mrs Prior on the birth of her beautiful daughter Taylor. We wish both mums and their families every happiness with this new addition to their families.

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**Parent Helpers**

Parent helpers play a vital role in supporting our school. You can help in many ways; helping in our grounds as part of our Eco School, helping the teachers in a class, providing help during outings and visits. If you would like to help, please complete and return the slip at the end of this letter. If you are interested in running a football club or any sport after school club, please get in touch, too. An introductory workshop on being a Parent Helper in Bankhead Primary School will take place on  **Wedbesday 18th September 2019** at **9.15am**.

**Our Vision and Values**

Our agreed vision and values will be at the heart of all we do:

 Our School motto is:

WORKING TOGETHER TO ACHIEVE OUR BEST

Our revised values are FOR THE CHIDLREN TO FEEL SAFE, SHOW RESPECT AND BE READY TO LEARN

Our AIMS are:

•To recognise and develop every child’s potential across the curriculum and to maximize achievements in all areas, particularly in literacy and numeracy.

•To promote positive behaviour

•To encourage and develop the expertise of staff and to provide a stimulating learning environment for all school users.

•To provide a curriculum and ethos which promotes inclusion, health, welfare and equal opportunities for all

•To use systematic evaluation and assessment to determine next steps in learning and school improvements

We aim to foster respect, good citizenship skills and attitudes within the school based on our vision and values, working in partnership with parents, pupils and the wider community.

This session we will be reviewing our visions and aims with pupils, parents and staff.

**Child Protection: Absence from School**

Every year we stress how important good attendance and time keeping are. These are life skills and help to ensure that your child understands the value you place on their education. Please try to avoid any unnecessary absence. It is the responsibility of all parents to inform the absence line or school before 9am of any absence from school. Failure to alert staff or the Pupil Absence Reporting Telephone line that your child cannot attend causes concern for us under our child protection procedures. We must be satisfied that very child is accounted for on every school day.

When a parent/carer fails to inform the school /absence line our staff can often spend the whole day trying to establish that the child is safe. Please phone the dedicated absence team based at 220 High Street on **0141 287 0039** from 8am on the first day of absence and every subsequent day. A letter explaining the reason for absence should be provided on your child’s return from absence.

Use the absence reporting line to report the following absences:

* Sickness absence: if the absence lasts more than one day, parents and carers are required to call on subsequent days to provide an update.
* Medical or dental appointments: Parents and carers call the team to report absences for medical or dental appointments. The school requires a letter or appointment card as evidence of the appointment to ensure permission is given to be absent from class.

Please phone the school directly to report the following absences:

To make sure you receive the right support you require, parents and carers should still contact the school directly to report absences of a sensitive or personal nature, for example:

* Bereavement
* Serious illness, for example an absence which is going to last more than one week
* Injury, for example, broken limb
* Contagious diseases or illness

 Parents/carers do not have automatic rights to take their child out of school without permission. The Head of establishment can only authorise time off during term time in exceptional circumstances;

* Bereavement
* Family returning to its country of origin for family reasons
* Period immediately after illness or accident
* A period of serious illness of a close relative

 Please avoid holidays during term time. Our Attendance rate for the 2017-2018 session was 93.8%. This is in line with the Glasgow City Council average and each year we are challenged by the authority to improve these figures.

**Uniform**

The children look wonderful in their uniforms – please keep this high standard throughout the year. Children’s trousers, skirts or pinafores should be the school colour of **grey**. Any outgrown kits would be welcomed at the school for recycling. To promote good health we encourage pupils to have active playtimes. Please help by making sure your child’s school shoes allow them to run around and play. Please check that pupils’ names are on jackets, sweatshirts and lunch boxes etc. The lost property cupboard is placed in the admin bay. We have a large number of school jackets which remain unclaimed. These are stored outside the gym –please come and have a look for any of your child’s lost property.

For safety all children should have a change of shoes and wear their PE kit for gym. The house coloured kit can be purchase through the school office. We would appreciate all donations of outgrown PE kits handed in and they will be recycled. You can claim your free PE bag from the school office.

All jewellery should be removed before P.E. lessons as outlined in Glasgow City Councils Health and Safety P.E. Code of Practice and Risk Assessment. Children with pierced ears must remove ear-rings for lessons. Thank you for your support with this matter.

**School Meals and Clothing Grants**

Many families may qualify for free school meals and clothing grants who are not yet taking advantage of this option. Application forms can be downloaded from Glasgow City Council’s website or, if you prefer from our office. To download from GCC website please follow this link: <http://www.glasgow.gov.uk/index.aspx?articleid=8693> However, if you were awarded a free school meal last session and your circumstances have not changed, you will automatically be entitled to a free school meal and will not have to complete an application form. We are hosting two support sessions to help families apply for clothing grants/free school meals on **Monday 16th and Thursday 19th September at 1.30pm.** We are very keen to support parents to apply for these grants. Please complete the attached form and return to school office if you would like to attend.

**Belongings**

It is most helpful if pupils can come to school with a suitable pencil case with basic classroom materials – pencils, felt pens etc.

Please remember if pupils bring expensive items of jewellery, mobile phones or electronic games to school we are not responsible for them. We advise that mobile phones are not brought into school due to risk of theft or loss. However, we understand that there may be occasions when a child needs to have their mobile phone with them, for example, if they are walking to and from school on their own. In these circumstances the phone must be switched off and handed to your child’s class teacher at 9am and collected at 3pm. If a child uses their phone to take photos /video of other children we will put their phone in the general office till 3pm and report the matter to their parents.

We encourage our children to bring scooters or bikes to school .These must be secured in our new bicycle shelter. The children have been very sensible when using the bike shelter, especially the bicycle pump but as the only place to site it was at the rear of the school the children need tsecure their bike.

**Healthy Eating – Pupil Snacks/Packed Lunches**

The Fuel Zone provides lunch for £1.90. Children have a choice of a daily 3 course menu and in addition can choose from a selection of fruit, bread and drinks. All children have the option to bring a packed lunch and sit in the lunch hall with their friends. Sometimes the P4-P7 children prefer to eat their lunch in the outdoor classroom. Cordia provide a breakfast club for children from 8am-8.30am. The cost, unless your child is entitled to a free school meal, is £2 each day and £1 for any siblings. Please remember that Cordia no longer provide cookies or muffins or frozen orange/apple drinks. All children must enter via the Lunch Hall door in Caldwell Avenue, next to the main entrance. **Children must not be dropped off at the kitchen entrance as delivery vans arrive at the school between 7.30am- 8.30am** P1-3 children will be escorted through the main school building by Cordia staff and at 8.45 am handed over to Miss Douglas, Principal Teacher, who will then supervise the children along with Mrs Clark, DHT and Helen, the janitor till 9am in the playground if it is dry or in classes if the weather is inclement. Miss Douglas will then ensure your child is in their class at 9am. P4-P7 children are supervised in the Fuel Zone until 8.45am when Mrs Gray SfLW, Mrs Napier, PT and Mrs Hamilton, DHT will supervise the upper school playground until 9am. Please note that there is no playground supervision until 8.45am and until that time your child is under the care of Cordia staff in the Fuel Zone. Please discuss the importance of your child being safe and not entering the playground from the Fuel Zone till 8.45am.

As you know we try very hard to encourage healthy eating. Fresh water is available in school and children are asked to bring their own a water bottle and (don’t forget to label it) they will be encouraged to drink water throughout the day. Fizzy drinks are not allowed in school. Our school meals menus are now specially designed to promote healthy eating, low in sugar, salt and fats.

We encourage healthy snacks and healthy packed lunches please. Please do not send nuts to school as healthy snacks to protect everyone with allergies. Unfortunately due to the dangers of allergies we can no longer share birthday cakes or treats in school. Lunch menus are available from the office, on Twitter and on our website too.

**PE TIMETABLE 2019 \*\*\***

|  |  |  |  |
| --- | --- | --- | --- |
| P1A | Thursday and a session outdoors one day a week | P4 | Monday & Tuesday  |
| P1B | Tuesday & Wednesday | P5A | Wednesday & Friday |
| P2/1 | Monday & Friday | P5B |  Thursday & Friday  |
| P2A | Wednesday & Thursday  | P6a | Monday & Tuesday |
| P2B | Monday & Friday | P6b | Monday & Wednesday |
| P3a | Thursday & Tuesday | P7a |  Tuesday & Thursday |
| P3b | Wednesday & Friday | P7b |  Monday & Tuesday |
| P4/3 | Wednesday & Friday |  |  |

\*\*\*This timetable is subject to change when we have visiting specialist PE teachers/coaches e.g. basketball, rugby or dance etc. We will let you know of any changes as soon as possible. We use the gym hall, main hall and outdoor areas to teach gym.

**Health and Safety**

* Thank you to all parents who have supported our campaign to have a Car –Free zone before and after school. Parents have remarked how much safer they feel their children are travelling to and from school. Thank you to everyone for making this change for the safety of your children. We have also noticed because parents are parking further away from the school and walking their children into the playground, which apart from being a healthier option it is giving parents and children a time to socialise with each other.
* School **playground gates are locked 9.15a.m. – 2.50p.m.**
* Please **DO NOT SMOKE** in any area of the building or playground and **NO DOGS**, even ones being carried by an adult, are allowed in the playground or building.
* Any **medicines** should, when possible, be given at home. If a child must have medicine in school a parent must bring it to school and sign a consent form before medication can be administered or a child supervised when taking medicine. If your child requires to use an **asthma inhaler** during school hours please provide the original inhaler box from the pharmacy with the original prescription label. We will soon be sending asthma plan update information for parents to complete.
* **Head Lice** – please check your child’s hair on a weekly basis with a bone comb. If you would like advice about head lice please contact the office and we will pass your name on to the school nurse.
* **Parents entering the building** – please do not enter the building except by the main entrance on Caldwell Avenue. All visitors must sign in and wear a visitor’s badge. If you have an appointment or wish to speak to a teacher/office/leadership team at 9am or 3pm a staff member will accompany you through the school. Do not go straight to classes as teachers are not always available at this time.
* **Flu Vaccination**- Vaccines will be given to all children with consent on **Tuesday 19th November 2019**.

**A wee reminder**

Wet days - Before 9am, pupils go to class to be supervised by school staff and P7 monitors. Children attending Breakfast Club are escorted to their classes by Principal teachers, DHTs and HT at 8.45am. During wet weather breaks, pupils are supervised in class by school staff and P7 monitors. Children should have appropriate outerwear for the Scottish weather as we do encourage a break in the fresh air even if the weather is a bit unpredictable!

**Photographic Permission**

In Bankhead Primary we use photographs of children in displays around the school. We also like to share these photos on the school Website, on Twitter and on occasion in the national press. We are very careful not to have the child’s name alongside their photo unless permission has been given from the child’s parents. If for any reason you have any objections to your child’s photo being in public display please call the school office to let us know.

**Wellbeing Talk Tasks**

All pupils from P1-P7 will be bringing home their Wellbeing Talk Task each Monday. It may be in the form of a wrist band or in their homework jotter. Please take a little time to discuss the question with them at their level as this will help them to share their ideas within school discussions. If you would like to find out more about the wellbeing indicators for children and young people in Scotland you can check out at <https://www.gov.scot/policies/girfec/wellbeing-indicators-shanarri/>

Class Information

|  |  |
| --- | --- |
| Class Teacher | Class |
| Miss J Crawford | P1a |
| Miss C McKinstray | P1b |
| Mrs E Sutherland ( Mon-Thurs)Mrs Watson (Fri ) | P2/1 |
| Miss J Boyd | P2a |
| Mrs M Osbourne  | Child Development Officer  |
| Mrs K Moore | P2b |
| Miss H McLarty | P3a |
| Mr D Grove  | P3b |
| Mrs K Johnston | P4/3 |
| Miss C Wakefield  | P4 |
| Miss L Alexander  | P5a |
| Miss S MacKay  | P5b |
| Miss Matheson  | P6a |
| Mr C McCusker ( Mon-Wed & Fri) Ms. A Butterworth (Thurs ) | P6b |
| Miss K Lindores | P7a |
| Mrs J McGregor  | P7b |
|  Mrs Hutcheon and Mrs Watson  | Non Class Contact( 2.5 hours a week)  |
| Miss L MacMillan (Monday & Wednesday)  | English as an Additional Language Teacher  |
| Mrs Fiona Earl Principal Teacher (Mon, Tues Thurs, Fri) | Social, Emotional and Communication Base  |
| Miss A Douglas Principal Teacher | Support for LearningTeacher  |
| Mrs L NapierPrincipal Teacher | Challenge Leader of Learning - Literacy |
| Miss C Verrecchia  | Challenge Leader of Learning – Numeracy  |

Clerical Staff, Support Staff and Janitorial Staff their Roles

Mrs Rutherford & Miss Smith ***Clerical Assistants***

Mrs Gaffney ***Support for Learning Worker***

Mr Maclean ***Support for Learning Worker***

Mrs Gray  ***Support for Learning Worker***

Ms Miller ***Support for Learning Worker*** ( Thurs & Fri)

Mrs Lees ***Support for Learning Worker***

 Mrs Kernahan ***Support for Learning Worker*** ( Tues & Wed)

Ms McLarnon ***Learning Support Worker***

Mrs Simpson ***Support for Learning Worker***

Ms Whiteford ***School Janitor***

**School Holiday List**

Re-Opening for pupils Wednesday 14th August 2019

September Weekend Friday 27th September 2019

 Monday 30th September 2019

\*\* IN-SERVICE Friday 11th October 2019

1st Mid Term Monday 14th October 2019

 Friday 18th October 2019 Inclusive

\*\* IN-SERVICE Friday 29th November 2019

Christmas/New Year\* Friday 20th December 2019 to

 Friday 3rd January 2020 Inclusive

\***Please note that the school will close at 2.30p.m.on the last day before the holiday.**

\*\* IN-SERVICE Friday 7th February 2020

2nd Mid Term Monday 10th February 2020

 Tuesday 11th February 2020

\*\*IN-SERVICE Wednesday 12th February 2020

Spring/Easter Holiday\* Monday 6th April 2020

 Friday 17th April 2020

**\*Please note that the school will close at 2.30p.m.on the last day before the holiday**

May Day Friday 8th May 2020

\*\*IN-SERVICE Monday 11th May 2020

May Weekend Friday 22nd May 2020

 Monday 25th May 2020

Summer School Closes\* Wednesday 24th June 2020

**\*Please note that the school will close at 1p.m. on the last day before the holiday**

Re-opening for session 2019/2020 Wednesday 12th August 2020

**When should my child return to school?**

If you would like more information please contact the **Health Protection Nurse Specialists** (HPNS NHS Greater Glasgow and Clyde) on 0141-201-4917

**After first treatment**

**Scabies**

**Inform the school but no time off**

**Hand, Foot and Mouth**

**Inform the school but no time off**

**Glandular Fever**

 **Preferably not until treatment has started**

**Conjunctivitis**

**Chicken Pox**

**Inform the school but no time off**

**When lesions are crusted and healed or 48 hours after starting antibiotics**

**Head Lice**

**Inform the school but no time off**

Threadworms

**Impetigo**

**Measles, or German Measles**

**When all spots are crusted over.**

**48 hours after last episode. Exclusion from swimming for 2 weeks.**

**Diarrhoea & Vomiting**

Mumps

**5 days from onset of swelling**

**Until recovered**

**Until recovered**

**Flu**

**Tonsillitis**

**Scarlet Fever**

**Inform the school but no time off**

**Slapped cheek**

**Inform the school but no time off**

**When all spots are crusted over**

**If treating with antibiotics 5 days or if not treating 21 days from start of illness treated**

**Whooping Cough**

**Inform the school but no time off**

**Threadworms**

**Mumps**

**5 days from onset of swelling.**

|  |  |
| --- | --- |
|  **Dates for your Diary** | **Events in September** |
| Wednesday 4th 10.45am-12.15pm  | Scottish Ballet Workshop for P6a Skills WorkshopP5A AND p5B Girls weekly Swimming Lessons  |
| Thursday 5th 11.00am | Evening Times Primary 1 Photos  |
| Wednesday 11th all day  | Tempest School PhotosHands Up for Scotland Campaign - children will be asked each day how they travelled to school  |
| Tuesday 10th  | P7s weekly Bikeability Lessons  |
| Monday 16th – All Day  | Scottish Ballet workshops P6A1.30pm Clothing Grant/Free School Meals support session |
| Tuesday 17th 2pm-3pm  | Meet the Teacher – drop in session  |
| Wednesday 18th 9.15am  | Parent Volunteer Workshop Scottish Ballet P6b Skills Workshop  |
| Thursday 19th September 1.30pm  | Clothing Grant/Free school Meal support session |
| Wednesday 25th 6pm  | Kelvingrove award ceremony for two P3 pupils |
| 27th and 30th September  | September Holiday Weekend  |

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| **School Clubs** |
| DAY | Lunchtime Gym | Lunchtime Hall | After School Gym(Sign-up letters sent home) | After School Hall(Sign-up letters sent home) |
| MONDAY |   | Block 1 - Table Tennis P4 Year GroupBlock 2 - Table Tennis P3 Year Group |  |  |
| TUESDAY  | Block 1 - Multisport P2 Year GroupBlock 2 - Multisport P4 Year Group |  | Football P6-7 From 3/9 till 26/11(ex 15/10) |  |
| WEDNESDAY | Block 1 - Karate P3 Year GroupBlock 2 – Karate P2 Year Group |   | Table Tennis P4-7From 11/9 till 27/11 (ex 16/10) | DramaP5-P7 |
| THURSDAY |  |  |   |  |
| FRIDAY | Gymnastics P6(Gymnastic Team)   | Block 1 - Dance P6 Year GroupBlock 2 – Dance P5 Year Group  |  |  |

I hope our regular newsletters keep you well informed and up to date on school news.

Yours sincerely,

Mrs C. McKinlay

**Head Teacher**

 **‘You Said’ and ‘We did’**

**Please note any suggestions or contributions to help support school improvements**

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**Your Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Child’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Parent Helper Workshop 9.15am Wednesday 18th September 2019**

I would like to help in Bankhead Primary School.

Name …………………………………………………………………………………………..

Contact No …………………………………………………………..

Pupil ……………………………………………………………………………….. Class ……………….

I am interested in helping with…………………………………………………………………………

The days I’m available are…………………………………………………………………………………..

I am available to go on Educational Excursions Yes

 No

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**Clothing Grant/Free School Meal Support Session**

I would like to attend on Monday 16th Septermber 2019

I would like to attend on Thursday 19th September 2019

Please can you organise an interpreter for me in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ language

Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Child’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class \_\_\_\_\_\_\_\_\_\_