

# **Simpson Primary School**

## **Primary 1 Induction**

### **Frequently Asked Questions**



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## **Equipment**

- *What standard equipment do children require to start school?*

It is helpful if children bring in a water bottle and a pencil case including basic stationery. We will provide them with home learning bags, which they should bring to school on a daily basis. A PE kit is also required which is worn to school on PE days.

- *Do they need a pencil case? What do they need in their pencil case?*

All items needed will be available in the classroom for use. Your child may wish to bring in a pencil case and if so we would suggest some basic stationery such as writing pencils and an eraser.

*What do I do if my child loses an item of clothing?*

Please make sure every item, no matter how small is **clearly labelled** with name and class.

Labelled items will be returned if found; all other items will be sent to Lost Property. Please be aware that name labels can wash out or fall off so we would ask that you check items regularly. You can arrange with the office to view the lost property when required and there are also opportunities throughout the year where items of lost property will be out on display e.g. Parent/Carer Consultation Evenings.

We also have a Pre-loved uniform which has been donated by other parents/carers and is available at the front foyer if you require any items.

- *What do they need for indoor/outdoor PE kit?*

On PE days pupils are permitted to wear PE kit to school for the duration of the day.

Children should wear the following kit:

Navy blue/black shorts or jogging bottoms, plain sky blue coloured t-shirt, navy jumper or fleece, trainers and outdoor jacket. Football tops are not permitted.

We endeavour to be outside for P.E. in most weathers so please ensure your child dresses appropriately for the Scottish weather!

**Please ensure all items are clearly labelled.**

## **Communication:**

We aim to communicate effectively with our families using different methods. All P1 children will have a Seesaw account where in class learning highlights will be shared with home. We encourage parents to engage with this platform and provide positive feedback to your child.

Letters/information will be shared via Group Call emails. If your contact details change please contact the school office so they can be updated.

- *When forms are handed out do they go back in homework bags or do we return them to the school office?*

Children are encouraged to hand in any letters in their home learning bags to their teacher each morning.

- *When is the best time to catch the teacher if you need to speak to them?*

You can call or email the school office and they can pass on a message or request for us to get back in touch with you. We will always get back to you as quickly as we can. Any urgent information (including reporting absences) should always be directed to the school office where it will be passed onto the relevant member of staff. There may be opportunities for you to catch the teacher at the end of the school day but this may not always be suitable. Or you may wish to send a note in with your child.

- *Is it possible to email the class teacher?*

We encourage parents/carers to get in touch by phoning or emailing the school office as we do not always have access to our emails during the day. This also means that your query can be directed to the appropriate person in the event of staff absences. If your query is urgent, you can get in touch with the office and they will let us know.

Seesaw can be used for questions about learning activities or to share progress your child is making at home, but again, this is not always monitored daily.

- *Where can I find out more information about what is happening in the school?*

You can find information about our latest learning and upcoming events in the following places:

**Website** - <https://simpsonprimary.westlothian.org.uk/>

**X** - @SimpsonPrimary

We love to hear about what your child is learning and any home achievements. You may wish to share these with your child's teacher via Seesaw. If you are sharing anything on X with the school, please do not post your child's name to help us comply with WLC Child Protection procedures.

Our Parent Council also shares information on their Simpson Primary & Nursery Facebook page.

- *When is the first parents' evening?*

Parent/Carer consultations take place twice a year, with the first happening in October before the holiday. The second takes place prior to the Easter break. We will send home information in advance regarding our online appointment booking system.

## **Routines and Transition**

***Plans are being finalised for August 2025. More details or any changes will be shared with you nearer the time.***

*Is there a staggered start time for P1s?*

On day one, Primary 1 will start at 9.00/9.15am depending on what class your child is in. Thereafter, Primary 1 will start at 8.50am along with the rest of the school. Further information will be confirmed to parents/carers closer to the start of August

- *Is there a staggered release for P1s?*

Primary 1 children line up for release from 3pm for collection for any parents/carers who prefer a quieter exit from the school playground. The rest of the school exit for 3.15pm.

- *Where should I collect my child at the end of the day?*

P1 children should be collected from the playground outside the Pavillions. Parents/carers can come into the playground via the side gate next to the playing field. Further details on the exact locations will be provided nearer the start of the school session.

- *Where should children be collected from if parents/carers are late for pick-up?*

If children are not collected at the end of the day, their class teacher will escort them to the School Office where they will await pick up. If you know that you are running late, please phone the Office in advance to let us know.

- *Where should children go if they are late for the bell in the morning?*

If children arrive late, they should enter the school at the main entrance and report to the School Office.

- *Where should children go on a wet morning?*

Children should go to their normal gate and they will be directed into their classroom. Please make sure that your children come dressed appropriately, as there may be an opportunity for learning outside if weather improves later in the day.

- *If children come to school in wellies, do they keep them on or do they change into indoor shoes?*

Please ensure that your child has a change of shoes if they come in wearing wellies. They may choose to bring in other school shoes.

- *Do children have to ask to go to the toilet or do they just go?*

Children are encouraged to use the toilets at break and lunch times but are free to use toilets throughout the day too. In the interest of fire safety, all children must ensure that they alert an adult if they need to leave the room for any reason.

- *What is the role of a buddy and how long do the children have them for?*

P7 Buddies are allocated to P1 children for the full year but their input is greater during the initial settling in period. Buddies will help the Primary 1 children to settle into class initially, modelling routines and showing them around. They are encouraged to develop the Primary 1 children's confidence and independence. Our buddy team will be helping with transition activities in June.

## **Playtime and Lunchtime**

- *Do the whole school play in the same playground?*

Due to the size of the school, we have staggered playtimes.

- *Who helps the children at playtime and lunchtime?*

Pupil support staff supervise the children at playtime and lunchtime in the playgrounds. In the dining hall at lunchtime, school staff support all children. Primary 1 teachers stay in the Dining Hall until children are settled with their lunch.

- *What should children do if they get hurt in the playground?*

Children should alert a Pupil Support Worker or ask a friend to do so if they are unable. The Pupil Support Workers will often be wearing red jackets or hi vis vests so they are easy to identify in the playground.

- *If it rains at break and lunch where do they go?*

If there is inclement weather, children will stay in their classroom over break and lunch. Each classroom has 'Rainy Day' activities on offer. Pupil Support Workers and Primary 7s will supervise them until their teacher returns.

- *What kind of snack should my child bring for playtime?*

Children should bring something healthy to keep them going until lunchtime. We are a health promoting school and would encourage children to bring healthy food and drinks for snack or lunch. We ask you do not send snacks containing nuts due to allergies throughout the school.

- *When is break time and how long does it last?*

For P1, playtime lasts from 10.15 - 10.30am Monday to Thursday, and 10.10 – 10.30am on Fridays.

- *When is lunchtime and how long does it last?*

Lunchtime lasts from 12pm – 12:45pm for P1. Children are settled by their teacher in the lunch hall. Other school staff are in the lunch hall to support during the full lunch time. After a short time in the hall, pupil support staff make their way out to the playground with any children who are finished eating and then others can follow out once they are finished too. Children are encouraged to eat as much as they can and can take as long as they need in the hall to eat their lunch.

- *Do children get the opportunity to wash their hands before going for lunch?*

All P1 children are taken to wash their hands before lunchtime.

- *How long are children given to eat lunch?*

Children are given as long as needed to finish their lunch. School staff are in the dining hall at all times to encourage and help them with their lunch if needed.

- *Can they take part of their lunch outside, i.e. crisps or a banana?*

No, for their safety children are encouraged to eat in the dining hall and then go outside to play.

- *Can children go home for lunch?*

Yes – they will need to be picked up and dropped off by an adult at the school office. Please contact the school office to arrange this if required.

- *What is the process if children bring a packed lunch? Where do children collect school packed lunches?*

Children can leave their packed lunches on the designated trolley near their classrooms in the morning. They carry them to the hall for lunchtime and children return them to the trolley once finished.

- *How do they know where to line up for their lunch order?*

Coloured trays on the counter indicate where children should line up. School staff and P7 pupils are on hand to assist.

- *How do children know which colour of tray to collect?*

We encourage parents to complete lunch orders with their children at home using iPayImpact. Children check their lunch orders in the morning and class teachers direct children to the correct line in the hall at lunchtime. School and kitchen staff are aware of children with allergies or special dietary requirements when issuing food orders.

- *How do I get my iPayImpact account?*

Letters with login details will be issued as soon as these are available. However, until login details are issued, children are able to order their lunch with their teacher in the classroom each morning. Please make the school aware of any specific dietary requirements your child has prior to starting P1.

- *What happens if a child drops their tray before they have eaten?*

Where possible, children are given a replacement. If not possible an alternative would be offered or parents/carers contacted depending on dietary needs. Bread, fruit, milk and water are always available.

- *Where do they get water?*

Children are given a choice of milk or water alongside their lunch order.

- *Is water available during class time?*

Children are encouraged to bring a water bottle to be used at appropriate times during the school day. This should be taken home at the end of each day to be washed and refilled. Please note as we are a health promoting school bottles for class should be filled with water.

## **Curriculum**

- *Do homework bags come home at the weekend?*

More detailed information about homework days will be issued by the class teachers in August.

- *Will a brief description or example of homework be provided?*

A homework grid will be provided each term outlining the activities to support and reinforce classroom activities.

- *Will a phonics hand out with sounds/colours be provided for parents at home?*

Handouts with information for parents/carers and resources to help children to practise the sounds that they have learned will be shared.

- *Do children read the wordless books at school before bringing them home?*

Yes. We discuss the stories with the children before they are sent home.

- *When is physical education (P.E.)?*

This will differ from class to class and may change each term. Parents will be notified at the beginning of term.

- *How many PE sessions do children have?*

Children will have two PE sessions per week. These may take place outdoors, even in wet weather.

- *What is involved in gym sessions?*

The PE focus (Gymnastics, Athletics, Scottish Dancing, etc.) will be highlighted in your class newsletter each term.

- *When is Sports Day?*

Sports day usually takes place at the end of May (depending on the weather!) Children are encouraged to wear their School House colours on this day, e.g. a plain t-shirt in red/blue/green/yellow depending on what house they are in. Information on what house your child is in will be shared with you at the start of the year.

## **Medical/ Medication/Allergies**

*What do I do if my child requires medicine or has any allergies?*

- Please notify the school office and class teacher as soon as possible of any medical needs. A meeting/phone call will be arranged to discuss your child's needs and to complete the relevant paperwork.
- We are unable to give your child any medication without the appropriate paperwork allowing us permission. Prescribed medication must be labelled from the pharmacy with your child's name on it.
- Due to allergies, children should not bring any snacks or lunch items containing nuts, e.g. some cereal or chocolate bars, Nutella or peanut butter spreads.

## **Expectations**

Our positive relationships and behaviour policy is based around children's rights, with a focus on:

- the right to **learn**,
- the right to **feel safe**
- the right to be treated with **fairness and respect**.

Our school rules are:

- Be Ready
- Be Respectful
- Be safe

Our school values are also central to the policy. These are:

- Kindness
- Fairness
- Courage
- Honesty
- Respect.

In consultation with pupils, staff and parents we created a positive relationships and behaviour policy. It focuses on promoting positive behaviour throughout our school through high expectations of all learners and positive recognition of children demonstrating our values. We continually look for opportunities to recognise positive behaviours and celebrate success.

We currently hold 'Simpson Star' Assemblies where certificates are given out in recognition of children's achievements in learning and in relation to our school values.

## **Celebrating Success**

*What are the houses and how are they used within school?*

Children will be allocated a house shortly after enrolment at Simpson Primary. We have 4 houses/teams. They are Bruce (Blue), Leyland (Green), James Young (Red) and Castle (Yellow). Siblings will be allocated to the same house group. Houses are used for a variety of events throughout the year e.g. Sports Day.

*How and what are house points rewarded for?*

House points are awarded by staff for a variety of reasons e.g. great effort with work tasks, displaying our values, good manners etc. These are counted weekly by P7 house captains with a winning house announced each week. At the end of each term a house treat will be organised for the house with most points. At the end of the school session, the overall winning house with most points will be awarded the House Cup.

If you have any further questions, please contact the school office.