



Friday 25th August 2023

Dear Parent/Carer,

WELCOME BACK EVERYONE

It is a delight for us to see such smart, cheerful children coming into school each morning! I am thrilled to observe that our children across Primary are settling well into their new classes as they learn new routines and learning.

I would also like to extend a very warm welcome to our new Primary 1 parents and new parents of several new pupils who have joined Primary.

STAFFING UPDATES

- Primary Leadership Team

Mrs Benjamin has been promoted from her previous post as Principal Teacher.

I am delighted to welcome Mrs Benjamin to her new post as Primary Depute Head Teacher. Mrs Benjamin will assume responsibility for Primary 1-Primary 4 classes, and I will be responsible for Primary 5-Primary 7 classes.

Miss McIntyre, Principal Teacher and P2C class teacher, also has responsibility for partnerships with the pre-five sector.

Mrs McCall, P5A class teacher and Miss Hargreaves, P3B class teacher have both taken up new posts as Acting Principal Teachers.

- Primary Teaching Team

We are very pleased to welcome three new members of teaching staff who have joined our Primary team – Mrs. Majid in P2A, Mrs. Amer P3A and Mrs Williamson in P6B.

EXCITING NEWS

Last week, we all learned the exciting news that Mrs K. Ferguson had a baby boy! We look forward to seeing Mrs Ferguson and Harris when they visit school soon.

Yours sincerely,

Richard Buchan, Head Teacher of Primary.



ATTENDANCE AND PUNCTUALITY

We always encourage our children to arrive at school punctually and to ensure they attend school regularly. I am very impressed to see children arriving in school for a **prompt start at 9.00 am**. **Good time-keeping** and **high levels of attendance** are important **skills for life and work**, and we encourage and promote these good habits throughout the session. We appreciate your support, reinforcing these messages at home.

PASSING ON A MESSAGE



Please note that our teachers are preparing lessons before school begins and are responsible for their classes from 9.00 am. If you wish to pass on any message or discuss any matters of concern at this time, we are always very happy to help. However, I would be grateful if you could speak with a member of the **Primary Leadership Team** in the first instance.

Pastoral leadership responsibilities are outlined below:

STAGES

FIRST POINT OF CONTACT

P1-4

Mrs. A. Benjamin

Depute Head Teacher

P5-7

Mr. R. Buchan

Head Teacher

P6-P7 HOMEWORK CLUB

Jordanhill School offers a homework club for pupils in P6-P7 who would benefit from completing their homework in school. It runs every morning from 8am – 8.55 am and on Wednesdays and Thursdays 3.35 pm – 4.30 pm. Morning homework club is held in the library, afternoon homework club is held in the Support for Learning base.

The club is run by members of the Support for Learning team, so there is always a member of staff available to answer any concerns and provide support where needed. Support for Learning staff can also liaise directly with class teachers if required.

Homework club operates as a drop-in session and there is no requirement to attend every day, or to attend for the full 55 minutes. In the unlikely event of an unplanned staff absence during the morning sessions, pupils must not enter the library. In this unusual instance, pupils should return to the playground or home. We also advise that pupils contact home, if possible, if this situation arises. If staff absence is known, we will communicate this information to home in advance to indicate the club is cancelled.



If you have any questions you wish to discuss, do not hesitate to give me a call.

PRIMARY ASSEMBLIES

Our weekly assembly programme began last Friday. The classes attend Assemblies as follows:

- 1.00 pm P5-P7 classes
- 1.45 pm P1-P4 classes

We discuss a range of themes at our weekly Assemblies and celebrate achievements from each class. Staff select the pupils to receive the following **Achievement Awards**-

1. **Citizenship Award** for demonstrating our school values. This is awarded each week.
2. **Star Writer** or **Maths Wizard** for effort and improvement in these curricular areas. These awards are nominated alternately each week.

GENERAL WHOLE SCHOOL INFORMATION

I have outlined below some additional important information related to the smooth running of our school. This information is particularly relevant for our new parents and carers, but also serves as a useful reminder for our established parent/carer group.

INFORMATION UPDATE

It is vital that you help keep our records up to date by informing us **immediately** of any change in address and/or emergency contact details. Please e-mail any update to info@jordanhill.glasgow.sch.uk.

PEANUT ALLERGIES

We have several children across Primary who can have a severe **allergic reaction to peanuts**. Please support us by ensuring that your child does not bring any food items containing nuts into Primary. I would also like to make you aware that we have other children who have allergic reactions to sesame.

JEWELLERY

Children are not permitted to wear any jewellery during P.E. lessons in the interests of health and safety. Thank you for your support with this matter.



HEAD LICE

From time to time, outbreaks of **headlice** infestation occur in all schools. I would like to issue a gentle reminder to ensure that you check your child's hair regularly and deal with any infestation. It is very helpful when you inform the school of outbreaks.

WATER BOTTLES

All children require their own **named** water bottle. Children can access a water fountain in the Refectory at particular points in the school day. Staff will inform their children about the class rules for drinking water in class.

HEALTHY SNACKS

We encourage and promote **healthy eating choices** in school. Please support this by providing your child with a piece of **fruit** or other **healthy snack** for the intervals.

One item is more than enough, as children do not have a great deal of time to eat several items.

Our parents have indicated on many occasions that they are not keen for our children to eat items of confectionery or savoury snacks during intervals.

REFECTORY CARD CREDIT

Children in Primary 1-Primary 5 are entitled to a **free school meal** in our Refectory.

Children in Primary 6-Primary 7 pay for school lunches.

From time to time, we find that some children have run out of funds on their Refectory lunch card. Please ensure that you top up the balance on your child's card regularly-thank you.

REPORTING ABSENCE

As per the school e-bulletin, to report a pupil absence to the School, our preferred communication is via an e-mail to the absence e-mail at absence@jordanhill.glasgow.sch.uk. The school absence line is 0141 576 2526

This will ensure that the correct member of the Admin team is notified for attendance recording, therefore avoiding un-necessary phone calls home.

PRIMARY OPEN EVENING

We look forward to welcoming you and your children back into school for our **Open Evening on Thursday 28th September, 6.30-8.00 pm.**