

The cover features a light blue background with vertical stripes. A dark brown log with circular knots is positioned at the top and bottom. A black rectangular area in the center contains the text. On the left and right sides of the black area, there are orange and green scribbles. At the bottom left and right of the black area, there are illustrations of green plants and white flowers. The text is as follows:

P1 Transition Booklet

# Woodburn Primary School

Tel - 0131 271 4715

Email - [woodburn.ps@midlothian.gov.uk](mailto:woodburn.ps@midlothian.gov.uk)

# Welcome

I would like to offer you a warm welcome to Woodburn Primary Primary School. This is an exciting time for you and your child/children and I hope that you find this booklet helpful.

Here at Woodburn, we aim to create a welcoming and safe school environment based upon care, trust and mutual respect. We look forward to working with you closely to ensure your child has the best possible start to school life.

For further information regarding our Vision, Values and Aims and supporting policies, please see our school handbook and further information on our school website - <https://woodburn.mgfl.net/>

Warm wishes,

Jen Faulds

Depute Head Teacher



# ‘Growing Community Creating Success’

At Woodburn Primary School we are committed to ensuring a positive transition for all, regardless of their ELC setting and previous learning experiences. We regularly review our transition process in order to support all children and families as they transition into Primary 1.

Our main aim is for each child to feel happy, settled and confident in their new surroundings. We hope to make the transition from ELC to primary as enjoyable and informative as possible ensuring that you and your child can look forward to starting their learning journey at Woodburn Primary School.

We want to develop the partnership between home and school. We value this relationship, acknowledging the difference working together makes to children’s confidence, learning and progress.

Throughout the transition process and into the school year we aim to provide all parents/carers with the information they need to support their child with their wellbeing and learning across the curriculum and beyond school.

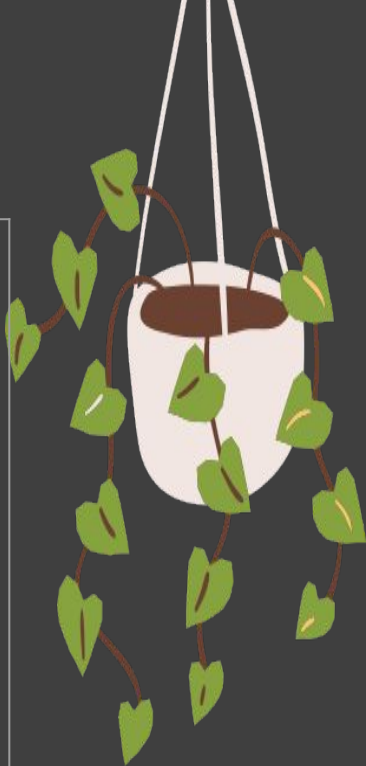
We provide the following opportunities for parents/carers and teachers to talk, share information, concerns or discuss wellbeing, learning and progress. You know your child better than anyone else, we appreciate what you have to say.

- Dropping off your child or picking them up is an opportunity to tell the teacher briefly about any concerns you have or ask a quick question.
- Seesaw is used to share your child’s learning journey, successes and achievements.
- Parent/Carer Consultations provide an opportunity to discuss your child’s progress.
- An end of session written report shares information about your child as a learner, detailing their strengths and next steps.
- Our open door policy means that you can make an appointment to speak to the teacher, Depute Head Teacher or Head Teacher, at any time. If there is something troubling you, or there is something you think the school should know, please let us know.

**Please note, this Welcome book is accurate at the time of writing (May 2024)**



# Meet the Primary 1 Team



Mrs Vicky Ormiston  
Class Teacher/Principal Teacher



Mrs Emma Stewart  
Class Teacher (Monday to Thursday)



Miss Vittoria Sartore  
Class Teacher (Monday to Thursday)



Miss Fiona Scott  
Class Teacher



Miss Alex Hutchison  
Class Teacher (Friday)



Mrs Kirsty Richardson  
Class Teacher (Friday)



# Meet the Primary 1 Team - Learning Assistants

We have a large learning assistant team within Woodburn PS. They help within our classes and at break times and lunch times. They are a very important part of our Primary 1 team.



Mrs Watson, Miss MacFeate, Mrs Woodward, Mrs Allan, Mrs Diamond





# Meet the Primary 1 Team - In the office

We have a very busy school office located at the front of our school. The office team consists of Mrs Wendy Reid, Mrs Laura Gillespie, Mrs Emily Young and Mrs Louise Berry.

Angela Welsh, our Homelink Practitioner, is available at times in the school office or can arrange to meet with families to support when needed.



Mrs Laura Gillespie, Mrs Louise Berry, Mrs Emily Young, Mrs Angela Welsh





# Meet the Staff Team - Senior leadership team



Mrs Elspeth McNeil (DHT), Mrs Joanna Findlay (HT), Mrs Jen Faulds (DHT), Mrs Susan Welsh (DHT)



# A Primary 1 Classroom



Primary 1 classrooms are accessed from the infant playground. The Primary 1 team will show children where to sit for gathering times and then where to sit when they need to be at a table for teaching input. There will continue to be many of opportunities to play in P1.

A core provision of play will be available in each classroom. Additionally, all children in Primary 1 access our 'Play the Woodburn Way' atrium space and our outdoor courtyard





# The Atrium



All children have access to the atrium to play and learn each week. It is also used for group learning and as a quiet space for some learners.





# The Playground



Playtimes are supported by Learning Assistants and the children's Buddies. A range of activities are offered during these times.







# Essential Information



## Starting School

Wednesday 14th August and Thursday 15th August 2024

8:40 - 12:00

Friday 16th August 2024

8:40 - 12.10

Where to line up will be marked in the school playground. We request all families arrive prior to 8:40 to take photographs and give well wishes so that when the bell rings at 8:40, children can be supported by school staff to line up and come into school.

Week beginning Monday the 19th of August all children will be in school for their full time hours, detailed below.

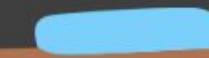
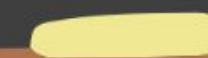
## School Hours

Monday – Thursday

8:40am – 3:10pm

Friday

8:40am – 11:55am











# Essential Information



Arriving at School - The classroom doors open at 8:40am and your child should be ready to line up in the playground for this time. If you are late and you have missed the line please go to the school office. Please be careful if you are driving to school and use the designated drop off and parking zones. We have a very busy access route and car park and we encourage all families to walk to WPS, where possible.

Leaving school - All Primary 1 children should be collected by an adult, someone over 16 years of age. Please be on time at the end of the day as children can get very upset if they are not collected on time. If you have a problem getting to school on time please telephone the school office so we know where you are and can reassure your child. Please let your class teacher know if your child is going to an after school club or is going to be picked up by a different adult. All children who are not collected from the class teacher at the end of the day are taken to the school office and parents/carers contacted.

Free Fruit - As part of a Scottish Government initiative, Primary 1 and Primary 2 children are offered a selection of fruit twice a week. If your child has any allergies to fruit please let your class teacher know immediately.

Snack - Your child can bring a snack to eat at playtime. One item is enough! We recommend fruit or a healthy snack. As a health promoting school we would prefer no sweets to be eaten as a snack. We are also promoting a NUT FREE school as we have some pupils with a serious nut allergy.

Playtime - The Primary 1 children will be introduced to the playground staff before they go outside to play. Currently, all Primary 1 children share an area of the playground during the staggered break times.





# The structure of their day in Primary 1 at WPS

Our Primary 1 class teachers and Learning Assistants will plan high quality play experiences as well as more structured learning activities.

Each day will include a number of experiences to learn through play in the classroom, the atrium and outdoors.

Literacy and Numeracy will be a key focus each day. Children will begin to explore sounds and numbers through a range of play experiences, songs and rhyme providing them with a solid foundation for future learning.

Children will have access to the 'continuous provision' of play opportunities, that will provide experiences from across the curriculum.





# Essential Information

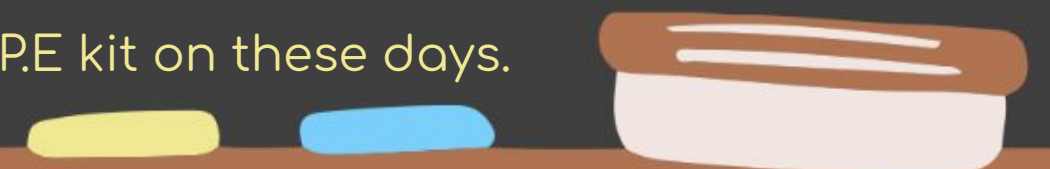
School Meals - Woodburn is a Health Promoting School. As part of a Scottish Government Incentive, all Primary 1 – 5 receive free school meals. You may prefer to bring a packed lunch from home.

Sharing Learning and Achievements - At Woodburn we use Seesaw to share learning and achievements with families. We also use Twitter @woodburnps to share school information and outside achievements. Woodburn WOWs are used to celebrate significant achievements. Each week, a child/children from every class receive a Woodburn WOW.

Houses - At Woodburn we have four school houses: Buccleuch, Glenesk, Lothian and Melville. If your child has an older sibling already in school, they will be in the same house. You can find which house your child is in on the front of your welcome pack. We run a variety of house themed activities throughout the year including House Captain Elections for P7 and Sports Day activities.



Children are encouraged to wear their house colours at P.E. and for Sports Day. P.E. t-shirts with the school badge are available to order. Your child's teacher will share which days they will have P.E. They should come dressed in their P.E kit on these days.





# School Uniform

Children can wear any uniform from a variety of shops. We encourage all to wear dark colour trousers, shorts, skirts and our school jumpers are navy blue.

Jumpers and cardigans with the school badge can be purchased from  
- <https://woodburn.imagescotland.com/>

In our Community Corner at the school office you will find new and second hand clothes. These are for all, please take what you need.





# First Day Checklist

It might be useful to check your child has the following things for their first day.

- A schoolbag, which can be can opened and shut easily (you should make a habit of checking schoolbags daily for messages from school).
- A snack for break time.
- Clearly marked belongings, all items of clothing please!
- Arrangements for home time which are understood.
- Medical information and medication handed over as necessary, via the school office.
- Up to date emergency contacts shared with the school office.

