

**2018 -
2019**

Riverside Primary School



**School Handbook
Glasgow City Council
2018 - 2019**





Glasgow Primary School Handbook 2018-19

Welcome to Riverside Primary School!

I would like to welcome you and your child to Riverside Primary School.

Riverside Primary School opened in August 2010 following the amalgamation of Copeland and Hill's Trust Primary Schools. We are based in the Govan Road Campus building which was officially opened in June 2012. We share many areas of the campus with St Saviour's Primary School and Broomloan Nursery School with whom we work very closely.

The staff, pupils and families of pupils attending our school have worked hard together to establish Riverside Primary School within the Govan community. We really enjoy working in our lovely modern building that offers such a bright environment in which to learn. We continuously strive to ensure that there is a strong ethos of high expectations for all of our pupils so that they can achieve their full potential. We take great 'Pride at Riverside' in the many achievements of our pupils not only in academic subjects but an all areas of school life and beyond. We are confident that your child will be happy in this school and that you will be satisfied with the choice you have made.

This handbook contains a range of information that you might find helpful. Please do not hesitate to contact the school if you need more information.

I hope that this handbook gives you a glimpse of life at Riverside Primary School. We look forward to having you and your child work with us and hope that this will be the start of a strong partnership.

Louise Brimelow

Headteacher
Riverside Primary School
October 2018



School Vision & Values

In Riverside Primary we will provide a welcoming and friendly environment, which celebrates the diversity of our community.

We are a nurturing school where everyone feels safe, happy and valued and all children are supported to reach their full potential. This is achieved through working together with children, their families and the community, based on a shared sense of direction.

VISION, VALUES AND AIMS OF RIVERSIDE PRIMARY SCHOOL

These are the joint Vision, Values and Aims that were agreed between staff, pupils and parents of Riverside Primary School.

VISION

‘Together we can achieve more’



VALUES

FRIENDSHIP
RESPECT
HONESTY
FAIRNESS
HAPPINESS
HIGH EXPECTATIONS
INCLUSION



AIMS

- We aim to provide learning in a happy, stimulating environment with committed caring staff where pupils are encouraged to achieve their full potential.
- We encourage our pupils to respect themselves and others by demonstrating tolerance and understanding.
- Our pupils will develop as responsible citizens by building positive and caring relationships within the school, local community and wider world.
- Our school promotes high expectations and self- belief by encouraging pupils, staff and parents to work together to cultivate lifelong learning.





School Information

You can cut out the following information and have it on your fridge, purse or work desk etc. for ease of finding the numbers required.

Contact Details:	
School Name:	Riverside Primary School
Address:	Govan Road Campus, 635 Govan Road, G51 2AQ
Telephone Number:	0141 440 2910
Fax:	0141 440 0928
Email:	Headteacher@riverside-pri.glasgow.sch.uk
Website:	www.riverside-pri.glasgow.sch.uk
Twitter	@RiversideGovan

Background information:

- Riverside Primary is a co-educational school
- Our school is non-denominational
- Stages taught: P1-P7
- Current Roll: 240
- Capacity: 231

Riverside Staff

Administrative and Support Staff

Clerical Assistants

Avril Stevens
Janet Mulheron

Pupil Support Assistants

Elizabeth O'Neill (mornings)
Pargash Kaur
Sandra Luporini
Susanne Lyall (Nurture SLA Home-Link 2017/18)
Julie Burns
Alison Irwin (Caterpillar room, Nurture Class)
Kathryn Scott (4 days)

Facilities Officer

Brian Thomson



Riverside Primary

Teaching staff 2017/18

Class Teachers

Karen Morris	Primary 1
Aishah Ali	Primary 2/1
Julie Cameron	Primary 3/2
Nicola Sleigh	Primary 3
Lynne Meney	Primary 4/3
Vjollca Gjana	Primary 5/4
Lesley Gibson (0.8) & Sarah Copland (0.2) (Mon, Tues, Wed, Fri) (Thurs)	Primary 5
Kezia Till	Primary 6
Heather Brown	Primary 7
Rona MacGillivray PE (0.4)	Monday & Tuesday
Roxy McElroy	Caterpillar Room
Jennifer McElroy (0.4) (P4/3 on Thurs and McCrone cover Fri)	Targeted support/McCrone
Audrey MacLelland (0.6) (Wed/Thur/Fri)	EAL Teacher
Sara Copland (0.4) (Wednesday, and Friday)	Targeted support/McCrone
Jenifer MacCaluim (0.2)	Targeted Support

SMT

Sara Patterson Leader of Learning (Glasgow Improvement Challenge)	Principal Teacher
Susan Gillon	Principal Teacher
Michelle Parker	Depute Head Teacher
Louise Brimelow	Head Teacher

Full Time Equivalent: 13.8 Teachers including Nurture teacher



Enrolment

Registration of Primary 1 children takes place in the second week in November and is advertised widely in local press etc. Prospective parents are welcome to visit the school and should contact the school office. Last year the enrolment process was changed to an on-line form.

If you have any concerns about the enrolment process please speak to staff at your child's nursery or contact us to arrange an appointment with us to go through this with you.

Families living outwith the catchment area are welcome to make a placing request to attend Riverside Primary school but must enrol their child at their **local school as a first step**. Further information is available using the following.

<https://www.glasgow.gov.uk/index.aspx?articleid=18426>

Following the enrolment all pre-school children and their parents/carers are invited back to Riverside Primary early in the summer term to attend a programme of parent workshops and visits to the Primary 1 classroom. The children will have an opportunity to paint, draw and play in the P1 class and meet their teacher. They will also get to meet their P7 'buddies' at a special Teddy bear's picnic. Parents/Carers will have the opportunity to attend informal workshops with the Head Teacher and other agencies that support our school.

At further meetings in August/September we ask you to join us in a series of workshops relevant to the introduction of your child to the school.

The intention is to allow both you and your child to have the opportunity to get to know staff at Riverside school as part of your child's transition into the school. The dates for these meetings are listed below.



Pre Entrants – New Entrants Programme Summer 2019 for the 2019/20 entry

Wednesday 15th May

1.45pm-2.45pm (children in class)

Parents workshop 1

Wednesday 22nd May

1.45pm-2.45pm (children in class)

Parents Workshop 2

Wednesday 29th May

1.45pm-2.45 pm (children with P7 buddies, hopefully outside)

Teddy bears picnic

Organisation of Classes in Primary schools

The following guidelines set by Scottish Government apply.

P1 maximum 25

P2&3 maximum 30

P4-7 maximum 33

Composite classes maximum 25

Composite classes have pupils from more than one stage.



The School Day

Our school hours are as follows;

Morning	09.00 -10.30
Interval	10.30 - 10.45
	10.45 - 12.15
Lunch	12.15 - 13.00
Afternoon	13.00 - 15.00

P1 children in 2019/20 will stay in school full-time from the beginning of the school year. This is a change from the past where they stayed up until lunch-time until the Sept weekend.

Pupil Attendance and procedures for reporting absence

Within Riverside Primary School good attendance is encouraged at all times and children rewarded accordingly. Where a parent knows a child is going to be absent from school it would be appreciated if the parent contact the **Pupil Absence Reporting Line** on **0141 287 0039** and explain the reason for the absence on the **first day**. Alternatively you can use the online form on the Glasgow City Council website. The line is open between 08.00-15.30 Monday to Friday.
<https://www.glasgow.gov.uk/index.aspx?articleid=18832>

If the **Pupil Absence Reporting Line** has not been contacted by 9.30am on the first day, the school will contact the family home by text.

The school will send out letters if a child's attendance falls below 94% in any given month. Discretion will be used depending on the information given as to the circumstances of the absence. Please note that an Attendance Officer (ELO) will investigate unexplained absences and the authority has the power to write to, interview, or prosecute parents, or to refer pupils to the Reporter of the Children's hearings if necessary.

Late coming

Arriving at school on time like attendance is very important to us. If a child is consistently late this disrupts the working of her/his class, her/his group and the child too. Please try to ensure that your child arrives at school on time.

If your child is late between 9.00am and 9.15am we ask that they continue to access the building via the school entrances from the playground.

If your child arrives in school after 9.15 they will need to report to the main office and sign a late book.

Healthy Mornings Project

This year Govan HELP is continuing to coordinate an enhanced **Breakfast club service** and a **Walking bus facility** for all of the pupils who attend either Riverside or St Saviour's Primary schools at the Govan Road Campus. (*Funding for this has come from our Pupil Equity Fund PEF*).

This service may well be the answer to you if you struggle to get your child to school on time and every day!

For more information about this please contact Louise Brimelow HT Riverside Primary.



Appointments during school hours

If your child has an unavoidable appointment, please phone the *Pupil Absence Reporting Line (0141 287 0039)* who advise schools electronically, or send your child to school with a letter for their class teacher. You can collect your child from the school office at the specified time. Please note that appointment cards/letters must be presented when collecting your child.

Medical & Healthcare

The school nurse visits at various times during the year for routine health checks, vaccinations and medical examinations. Parents are kept informed by letter.

If a child becomes ill during the course of the school day, he/she may require to be sent home. Please ensure that you keep the school informed of all contact details.

Parents should inform the school of any medical requirements relating to their child. If a child requires medication during the school day, parents must complete the appropriate medical form. This is available on request from the school office.

Emergencies

We make every effort to maintain a full educational service, but on some occasions circumstances arise which lead to disruption. Schools may be affected by, for example, severe weather, temporary interruption of transport, power failures or difficulties of fuel supply. In such cases, we shall do all we can to let you know about the details of our closure or re-opening by using letters, texts and the local media etc.





School Holiday Dates

Details of holiday dates are available on the Glasgow City Council website:

<https://www.glasgow.gov.uk/index.aspx?articleid=17024>

Re-opening date	Teachers: Monday 12 August 2019 Tuesday 13 August 2019 Pupils Return: Wednesday 15 August 2019
September weekend	Friday 27 September 2019 & Monday 30 September 2019
3rd In service Day	Friday 11 October 2019
1st Mid-Term (October Holiday)	Monday 14 October 2019 to Friday 18 October 2019 (inc)
Christmas/New Year	Friday 20 December 2019 to Friday 3 January 2019 (inc)
* Schools close at 2.30pm on Thursday 19th December	
2020 Return to School	Monday 6 January 2020
2nd Mid-Term (February Mid-Term)	Monday 10 February 2020 Tuesday 11 February 2020 (inc)
4th In service Day	Wednesday 12 February 2020
* Schools close at 2.30pm on Friday 3rd April	
Spring Holiday	Monday 6 April 2020 to Friday 17 April 2020 (inc)
May Day	Monday 4 May 2020
5th In service Day	Tuesday 5 May 2020
May Weekend	Friday 22 May 2020 and Monday 25 May 2020 (inc)
School closes	Thurs 25 June 2020 *
* Schools close at 1.00pm on Friday 28th June 2019	



School Uniform

We have a uniform with our school logo which was specially designed by our pupils for our new school. We encourage all of our pupils to wear school uniform. Uniform for Riverside is available and can be ordered and paid for through the school office. It is as follows;

- Navy blue school sweat-shirts (with school badge)
- White or pale blue polo shirts (with school badge)
- Waterproof coat with fleece lining (with school badge)
- School tie

The children are asked to wear black/grey trousers or skirts.

We also ask that children **bring in sand shoes or soft shoes for wearing inside**. This is a safety precaution so that in the event of having to clear the building quickly, children have footwear on their feet.

Recycled uniforms 'ApparelXchange'

We have developed close links with an organisation 'ApparelXchange' that gathers unclaimed lost property, washes and redistributes this to us as a significantly reduced cost. Mrs Lyall and Ms Patterson manage this process in our school and always have uniforms available. We will let you know about this when you register your child at Riverside.

PE Kit

For P.E. children should wear a short sleeved "T" shirt and shorts (or tracksuit) and sand-shoes. **We do not allow football strips at any time**. We ask that P.E. kits are **kept in school and clearly marked with your child's name**. They will be sent home at regular intervals for washing.

Pupils who are not participating in PE **must have a note or a medical certificate**. They should still bring their kit to allow them to assist in the lesson by refereeing, keeping scores or assisting with the distribution of equipment. This ensures that they are still able to take part in some way in the work of the class and do not miss out on the knowledge and understanding of the course.

In order to comply with Health and Safety Regulations **all jewellery must be removed for P.E. If your child cannot remove earrings for PE lessons they will not be able to take part in the lesson**. It would be helpful if any ear-piercing was done during summer holidays to avoid this happening.

Clothing & Footwear Grants

Parents/Carers receiving Income Support, Job Seekers Allowance (Income Based), Working Tax Credit (with a total annual income of less than £15,050*), Housing Benefit, or Council Tax Benefit will normally be entitled to monetary grants for footwear and clothing for their children. Information and application forms may be obtained from schools and at:

<https://www.glasgow.gov.uk/index.aspx?articleid=17885>



School meals

School Meals are served in the Dinner Hall where the children from Riverside Primary and St Saviour's Primary eat together. Children who pay for their meals bring money on a daily basis and choose and pay for their meal.

Currently a full meal costs £1.90.

We operate a Fuel Zone system which means that there is a choice of dinners including hot meals + Sandwiches with a set menu. We also have Pick 'n' Mix every day. As well as the Fuel Zone choice, the children can choose as much as they want of bread, fruit, salad vegetables and soup. The Dining Hall also offers a Halal menu.

Currently **all P1-P4 children** will receive a **FREE school dinner**. All children are entitled to free milk which they receive at lunch-times in the Dining Hall.

- **Special Diets**

If your child requires a special diet please contact the Head Teacher for further information.

- **Packed Lunches**

Any child who does not want a school dinner can join their class in the Dining hall and eat a packed lunch with their friends.

Please note that children stay in school for lunch (either school meals or packed lunches) and are **not be allowed out** of the playground during break times. Parents who wish their child to leave the school during lunchtime **must** send a letter to the school informing the school of this decision. **Children are not allowed to leave the school unaccompanied.** This rule exists for Security and Health and Safety reasons.

- **Drinks and Snacks**

As a health promoting school we do not allow fizzy drinks or juice in school. We encourage our pupils to drink water at all times. They can fill their water bottles at any of the 3 special water cooling machines in the school. Likewise we ask pupils to bring fresh fruit or crisps as a morning snack rather than sweets or chocolate.

Children and young people of parents/carers receiving Income Support, income-based Job Seekers Allowance, Working Tax Credit (where income is less than £6,420), Child Tax Credit only (where income is less than £15,910*) and income-related Employment and Support Allowance are entitled to a free midday meal. Information and application forms for free school meals may be obtained from schools and at

<https://www.glasgow.gov.uk/index.aspx?articleid=17885>





Transport

The education authority has a policy of providing free transport to all pupils who live outwith a certain radius from their local school by the recognised shortest walking route. This policy is more generous than the law requires. This means that the provision of transport could be reviewed at any time. Parents/Carers who consider they are eligible should obtain an application form from the school or at <https://www.glasgow.gov.uk/index.aspx?articleid=17882>

Transfer from Primary to Secondary School

Children and young people normally transfer between the ages of 11½ and 12½, so that they will have the opportunity to complete at least 4 years of secondary education. Parents and carers will be informed of the school arrangements no later than December of P7.

Our associated secondary school is:

Govan High School

12 Ardnish Street
GLASGOW
G51 4NB

0141 582 0090

Headteacher@govanhigh-sec.glasgow.uk

We have established a very comprehensive transition programme with colleagues at Govan High School and Pirie Park Primary which enables pupils to begin to experience secondary school life. We also liaise closely with any other secondary schools that our pupils transfer to.

Communication with Parents

At Riverside Primary school we use a variety of ways to keep in touch!

Meeting with SMT – the senior leadership team are available for all parents and carers at any time providing they are not teaching or in another meeting. Please either: call in to the school office or phone for an appointment.

Individual Class Termly Newsletters – each term the class teacher prepares a newsletter with a summary of the main focus for learning across the curriculum that will be taking place that term. This includes information about days for PE, Homework tasks, and any important dates.

Whole School Newsletters – will be sent out on a regular basis to keep parents informed about the work of the school including the successes and achievements of our pupils.

Letters – further information which requires a response may be sent out in letter form.



Text messaging – You will also receive text reminders about events/school closures etc.

Meetings - Parents and carers are welcome in the school to discuss any aspect of their child's development and progress. To avoid disappointment, it is advisable to make an appointment. There are various opportunities throughout the year including informal 'Drop-Ins' or the more formal parent evenings when parents can discuss their child's progress with the class teacher and view the child's work.

Celebration Open Afternoons - Parents and carers are welcome at other events throughout the school year e.g. workshops, information evenings, class performances, religious and other assemblies. The school newsletter will keep you informed.

School website- This is regularly updated and includes all letters sent out to parents with information about what is going on in the school. Each class has their own page where you can find photos and reports of the work they are doing.

www.riverside-pri.glasgow.co.uk

Twitter- Check out and follow our Twitter account where you will find regular updates of the activities children are doing both in and out of school.

[@RiversideGovan](https://twitter.com/RiversideGovan)

Riverside APP-

This year we have introduced a new school APP which can be accessed directly on your phone and where parents/carers can access any letters or information sent out to families. There is a special page for each class so you can access information just by clicking on your phone. This App is to be launched after the October break in 2018 and shared with families during our Parent meetings in November. We hope that you will all download this APP and find it a really useful way to keep in touch with our school.

Emergency Contact Information

At the start of each school session, parents will be issued with the annual data check form. Please ensure that this is completed and returned to the school. It is also important that you let us know if there are changes to your telephone number(s) or to those of your emergency contacts throughout the year.

Data Protection – use of information about children and parents/carers

We collect information about children attending school (and also about parents/carers, emergency contacts etc. provided in the annual data check) to allow us to carry out the Council's functions as the education authority for the City of Glasgow. This may sometimes involve releasing personal information to other agencies and other parts of the Council, particularly in relation to child protection issues or criminal investigations, and it may also be used for research purposes (see the link below for more details regarding this).

Information held by the school is, in legal terms, processed by Glasgow City Council. The Council is registered as a data controller under the Data Protection Act 2018 and all personal data is treated as confidential and used only in accordance with the Data Protection Act, the General Data Protection Regulations, and the Information Use and Privacy Policy approved by the City Council. For more information on how we use



personal information, or to see a copy of the Information Use and Privacy Policy, see <https://www.glasgow.gov.uk/index.aspx?articleid=18010> .

Education specific privacy statements can be accessed at <https://www.glasgow.gov.uk/index.aspx?articleid=22069>

Comments & Complaints

In Riverside Primary School we aim to have positive relationships across our school community. However, if you have a comment or complaint about any aspect of school life, please contact the Headteacher in the first instance.

Glasgow City Council complaints procedures are available: <https://www.glasgow.gov.uk/index.aspx?articleid=16133>

Customer Care Team
Customer & Business Services
Glasgow City Council
City Chambers
Glasgow G2 1DU

Tel: 0141 287 5384
e-mail: customercare@glasgow.gov.uk

The above website also includes information on data protection and freedom of information.





Curriculum

Curriculum for Excellence 3-18

Curriculum for Excellence has been introduced to raise standards of learning and teaching for all 3 to 18 year olds. It aims to help prepare children and young people with the knowledge and skills they need in a fast changing world. As part of Curriculum for Excellence all children from pre-school to the end of S3 will receive a rounded education known as a Broad General Education(BGE). Curriculum for Excellence is all about bringing real life into the classroom and taking lessons beyond it.

Through the experiences we provide at Riverside Primary School, we want our children to become Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors. We are committed to providing children with a broad general education and focus on eight curriculum areas.

Expressive Arts	Health & Wellbeing	Languages	Mathematics
Religious & Moral	Sciences	Social Studies	Technologies

Progress in learning is indicated through curriculum levels as detailed below.

Level	Stage
Early	The pre-school years and P1 or later
First	To the end of P4, but earlier or later for some
Second	To the end of P7, but earlier or later for some
Third & Fourth	S1-S3, but earlier for some

Expressive Arts: The inspiration and power of the arts play a vital role in enabling our children and young people to enhance their creative talent and develop their artistic skills.

Health and Wellbeing: Learning in health and wellbeing ensures that children and young people develop the knowledge, understanding and skills which they need now and in the future to help them with their physical, emotional and social wellbeing.

Science: Science and its practical application in healthcare and industry is central to our economic future, for our health and wellbeing as individuals and as a society.

Social Studies: Through social studies, children and young people develop their understanding of the world by learning about other people and places both past and present, societies, their beliefs and values.

Religious and moral education: Religious and moral education includes learning about Christianity, Islam and other world religions, and supports the development of beliefs and values.

Languages: Knowing other languages and understanding other cultures is a 21st century skill set for students as they prepare to live and work in a global society.



Mathematics: Mathematics equips us with the skills we need to interpret and analyse information, simplify and solve problems, assess risk and make informed decisions.

Technologies: The range of subjects in technical education has changed significantly over the last two decades and now includes craft, design, engineering and graphics.

There will be opportunities throughout the year for parents and carers to learn more about aspects of the curriculum and to be consulted about significant changes if appropriate.

Useful websites

www.curriculumforexcellencescotland.gov.uk

www.educationscotland.gov.uk/parentzone/index.asp

Religious Observance

Our school is fortunate to have a close link with the local Govan church. Paul Cathcart from the church is a regular visitor to our school. He assists with the Christianity element of Religious and Moral Education and provides opportunities for religious observance. He currently runs a weekly lunchtime club for some of our older pupils. Parents have the right to withdraw their child from religious observance and should inform the school in writing.

Assessment & Reporting

All children are assessed both formally and informally throughout the year. This allows children and their teachers to identify their strengths and areas for improvement. A variety of assessment methods are used to enable staff to pass on information to parents about the progress of their child. Assessment records are kept by the class teacher and form the basis of discussion at Parents' Evenings in November and March. An annual report is sent to parents towards the end of each school year.

If you have any concerns about your child's progress do not hesitate to contact the school.

Pupil Profiles

Every child leaving primary school in Scotland has their key achievements in school, at home and in the community documented within a P7 profile. The content of the profile is decided by the young person. The profile is a positive record of their achievements and emphasis their strengths. The profile provides a valuable way for learners to share valuable information about their achievements with their parents and teachers in secondary school.

Support for Pupils

The school has a duty to ensure that all pupils have equal access to the curriculum, with appropriate support for their needs if required. This applies to the content of lessons, teaching strategies and minor adaptations to the school environment. There are a wide range of factors which may act as a barrier to learning. We are committed to working closely with parents and carers to ensure that they are fully involved in any decisions about support for their children's needs.

Any parent or carer seeking further advice regarding this policy should contact **Ms Brimelow** in the first instance.



Further information relating to additional support needs is available on the Glasgow City Council website –

<https://www.glasgow.gov.uk/index.aspx?articleid=18941>

Information on the Glasgow City Councils' Parental Involvement Strategy can also be found at <https://www.glasgow.gov.uk/index.aspx?articleid=17870>

Mrs Parker, the Depute Head Teacher has specific responsibility Additional Support Needs within Riverside Primary School. If you have any concerns regarding your child please phone the school to arrange an appointment.

Promoting Positive Behaviour

Children's Rights as outlined in the UNCRC (United Nations Convention on the Rights of the Child) are fundamental to a good school ethos. Adults in our school will work with children to ensure they are aware of their rights and fully respect the rights of others. Therefore, the approach within Riverside Primary School is to build a **positive ethos** that demonstrates **care and respect for all**.

In **Riverside** we aim to teach and develop self-discipline. We encourage both individual and collective responsibility. We believe that all children should feel valued and learn to value others. Our school operates a system of **class contracts or charters** which are developed by pupils at the beginning of each year to set out expected behaviour. They are sent home to be signed by parents and also on display in classes throughout the year.

The need for discipline and good and responsible behaviour extends beyond the classroom and into the playground and into the community at large. We require and expect the children to behave appropriately at all times. The partnership between parents and the school is vital in ensuring that children behave in a social, responsible way following the school Golden Rules.

If we have either a serious breakdown in behaviour or persistent misconduct we will of course invite you in to discuss this with us.

Golden Rules and Golden Time

We have developed **six Golden Rules** which we use to help promote Positive Behaviour linking them to a celebration at the Friday **Golden Time** activities.

1. We are organised and ready to work.
2. We follow instructions straight away.
3. We show respect to everyone.
4. We keep our hands, feet, objects and unkind thoughts to ourselves.
5. We look after all property
6. We will keep ourselves and others safe.

At the beginning of the week every child chooses a Golden Time activity they want to take part in. The staff plan an exciting programme of activities for children to choose from and the children are able to spend time with pupils from other classes.

A system of warnings is in place in every class if children break any of the Golden Rules. Children can lose Golden time in 5 minute increments if they consistently break a rule. However they can also earn this time back by effort to improve and rectify their behaviour. If they have managed to follow the Golden Rules and so keep all of their



Golden Time they are rewarded by attending their chosen activity on Friday afternoon during whole school Golden time. Younger classes also operate a daily Golden Time activity time as the younger children can find a week too long to wait!

Home Learning

We have a very consistent approach to homework. The content may include reading, word-study, research study, handwriting practice, tables practice and maths or other activities that involve parents working with their child.

We believe homework is important because it provides an important link with the school, allowing parents to monitor their child's progress. It also allows the child to work independently, take responsibility for her/his learning and to have the opportunity to learn with another adult at home if appropriate.

We believe homework should be a positive experience and not an opportunity to complete unfinished work. Homework will vary according to the age, aptitude and ability of the child but it should not take more than a maximum of 30-45 minutes and would normally be given Monday - Thursday inclusive.

Detailed information about the homework your child is expected to do will be included in the termly class newsletter. Check those school bags!

Parent Council

We have an active Parent Council that represents the views of all parents. The council is currently made up of nine parents in addition to co-opted members from the school staff. The Headteacher acts as an advisor to the Council. The council meet approximately every 6 weeks. All parents are welcome to attend Parent Council meetings and can become members at the AGM in October. Parent Council minutes are available on request from the school office.

Pupil Council and Citizenship at Riverside

Our Pupil Council is made up of 2 representatives from each class. This is an important group which ensures that the views of pupils are heard and elections are held at the beginning of every new academic year.

Other pupil groups at Riverside include the **Eco group, House Captains, Road Safety Officers**. This year we are also introducing our new **Digital Leaders of learning team!** We hope that all children have an opportunity to take on additional responsibilities while attending Riverside Primary School. Our Primary 7 pupils have the opportunity to become **P1 Buddies** and also be **Playground buddies** throughout the year. Other pupils have opportunities to be **Reading buddies, Lunch-time helpers** and **Nursery helpers** in addition to weekly classroom monitors.

School Improvement

On an annual basis, we make available to all parents and carers a copy of our **Standards and Quality report**. Copies from previous years are available from the school office. The Standards and Quality report highlights progress in key curricular areas such as literacy, numeracy and health & wellbeing. Our priorities for



improvement are detailed in our **School Improvement Plan** which is discussed with our Parent Council. Any parent or carer seeking a copy of the plan can contact the school office.

In April 2015 the HMIE visited Riverside to do a full inspection. They were very pleased with our school and the progress our pupils are making. A full copy of the report is available for you to see on the Education Scotland website at

<http://www.educationscotland.gov.uk/inspectionandreview/reports/school/primsec/RiversidePrimarySchoolGlasgow.asp>

Extra-Curricular Activities

We have a wide range of activities that run between Monday–Thursday, sometimes at lunchtimes to extend the learning experience. These currently include Football, Hockey, Badminton, Multi-sports, Drama, Choir, Samba, Sumdog, and Arts and crafts. Please check your child’s schoolbag (or better still the school APP) for information as places are popular and usually limited.

Good links with community organisations and our Active Schools Co-ordinator are vital for the success of these programmes.

Residential trips Every year we ensure that our P7 all have the opportunity to participate in a residential experience away from home. This is a highlight of their P7 year!





GIRFEC and the Named Person

GIRFEC isn't an extra thing people have to do. It's a way for those who support children to work differently, making sure that they are all on the same page. Where needed, GIRFEC links day-to-day work in education, health, policing, social work and the voluntary sector – in fact any organisation whose staff come into direct contact with children. It makes it easier for those different organisations to communicate consistently with each other, and with parents, carers, children and young people.

GIRFEC provides a structure that helps people to work in the same way and use the same language. This allows discussions with the child and their family to focus on what is good in a child's life, and what might need attention or support.

It's the bedrock for all children's services and can also be used by practitioners in adult services who work with parents or carers.

The approach helps practitioners focus on what makes a positive difference for children and young people – and how they can act to deliver these improvements. Getting it right for every child is being threaded through all existing policy, practice, strategy and legislation affecting children, young people and their families.

What Getting it Right for Every Child means:

For children, young people and their families:

- They understand what is happening and why
- They have been listened to carefully and their wishes have been heard and understood
- They will feel confident about the help they are getting
- They are appropriately involved in discussions and decisions that affect them
- They can rely on appropriate help being available as soon as possible
- They will have experienced a more streamlined and co-ordinated response from practitioners

For practitioners:

- Putting the child or young person at the centre and developing a shared understanding within and across agencies
- Using common tools, language and processes, considering the child or young person as a whole, and promoting closer working where necessary with other practitioners

If you would like to access support from the Named Person Service, please contact the school.





Home School Links

Throughout this handbook much reference is made to the importance of establishing good home school links in order to benefit the educational and social development of your child.

Ms Susanne Lyall (Nurture Home-link Support for Learning Assistant) currently works across our school supporting our children and their families. If you have **any concerns** regarding settling your child into our school, homework, uniforms, family issues or any other issues Susanne will be able to meet with you and help you or at least direct you to someone else. She currently has 'Open door' sessions on **Tuesday mornings** in school. You will invariably also see her in the playground before school if you need to catch her!

As well as housing Riverside Primary, St Saviours Primary and Broomloan Nursery; Govan Road Campus is also home to **Govan Home and Education Link Project**.



Established in 1995 Govan Home and Education Link Project (formerly Hill's Trust Home School Community Project) is a family education support charity.

The Project aims to improve the educational achievement and life skills of children and their families/carers through a range of supports and with the development of partnerships in education between families, education staff and the wider community. The Project works with pupils, their families and staff from all of Govans local schools. Staff at Riverside are able to directly refer families or children to the many available supports provided to our school community. Many of our pupils have valued the support from the Play therapy and befriending services in particular. Drop in sessions are available for families and a timetable for these can be found at Govan HELP office in our campus.

Other Services provided by Govan HELP include:

"CASH FOR KIDS"
Family Quiz Nights
Parent Helpers Programme
Adult Training Courses

Play Therapy
Adult Counselling
"Time for Me" Parents Group
Family Support

Contact details: Joanne Aitken (Project Leader) 0141 445 6481



Useful addresses:

Executive Director of Education

Maureen McKenna

Education Services
City Chambers East
40 John Street
Glasgow G1 1JL

Tel: 0141 287 2000

www.glasgow.gov.uk

The Local Councillor, Mr J Flanagan,

City Chambers,
GLASGOW.

0141 221 9600 (See local press for surgeries)

Broomloan Nursery School,

Govan Road Campus,
0141 440 0942

Rising Stars – After-School Care,

19 Nethan Street, Govan, Glasgow
0141 274 37

Although the information is correct at the time of printing, there could be changes affecting any of the matters dealt with in this document:

- a) before the commencement or during the course of the school year in question*
- b) in relation to subsequent school years.*