

Starting School
At
Carrick Knowe Primary



Achieving Excellence Together
Session 2026-27



Carrick Knowe Staff

2026-27

Mrs Gail Canning	Head Teacher
Mrs Catriona Iley	Deputy Head Teacher
Mr Shaun Morley	Principal Teacher
Mrs Steph Clark	Principal Teacher
Mrs Gemma Robertson	Business Manager
Miss Louise Brunton	School Administrator
Mrs Angela Watson	School Support Assistant

Primary One Staff

P1A	Mrs MacLennan	Room 1
P1B	Ms Murphy	Room 2
EYP	Mrs Butler	Rm1 and Rm 2



Welcome

At Carrick Knowe Primary School we aim to help make your child's experience at school a positive one. We are keen to involve parents in all aspects of our school life. We hope you will find this information useful and that it will help you and your child with the transition into Primary 1.

School Times

Monday	8.50 a.m. - 12.10 p.m.	1.15 p.m. - 3.00 p.m.
Tuesday	8.50 a.m. - 12.10 p.m.	1.15 p.m. - 3.00 p.m.
Wednesday	8.50 a.m. - 12.10 p.m.	1.15 p.m. - 3.00 p.m.
Thursday	8.50 a.m. - 12.10 p.m.	1.15 p.m. - 3.00 p.m.
Friday	8.50 a.m. - 12.15 p.m.	(NB early close)

Please Note:

Each morning there will be a member of staff at the school gates from 8:30am. Please note there will be NO adult supervision in the playground until 8:40am. The classroom doors close just after 8:50am. After this, we ask that pupils enter via the main front entrance.

Key Information

- If your child is absent for any reason, please inform the school office via our absence line. Please do not email Class Teachers directly as they may not access messages until later in the day
- Please ensure that your child arrives on time each day. If for any reason your child is going to be late, please call the school office. Messages can be left on our answering service out-with normal school times
- It is a very important that you collect your child on time. We do not have facilities to supervise children after home time
- On wet days, please send your child to school just before the bell. We can allow them to take shelter in the school **where staffing allows**
- Term Dates: Please check the website below for the most up-to-date Edinburgh School Term Dates

<https://www.edinburgh.gov.uk/termdates>



Some Ways You Can Help Your Child Get Ready For School

- Encourage your child to dress themselves, e.g. fasten zips and buttons, put on shoes and coat, learn to tie shoelaces and learn how to get clothes from inside out
- Teach your child to tidy up toys etc. when they have finished playing with them
- Encourage your child to hang up their coat properly
- Spend as much time as you can talking with your child and listening to what they have to say. Talk to them about coming to school
- Answer their questions. This is how a child learns and makes sense of their world
- Read stories to your child and encourage your child to use the public library
- Encourage your child to help you when you are baking, setting the table etc. Talk to them about what they are doing. These activities are particularly good for giving your child early experiences in maths and numeracy

How Can I Help My Child When They Have Started School?

- Show your child you are interested in what goes on in school by coming to parents' talks/evenings, sharing events, sports days etc.
- Talk with your children about what they have been doing at school. The P1 Blog is updated frequently
- Check your child's school bag and blue bag each night to find out if they have any homework or have brought home any important letters. Also, check for emails and keep updated with the school website
- Make sure your child takes everything they will need to school each day – water bottle and snack.
**** There is NO NEED for pencils/pens/pencil cases ****
- For health and safety reasons, please ensure your child has the correct gym kit - shorts, T-shirt and gym shoes. Gym shoes with elastic or Velcro instead of laces are easier for a young child to cope with. For the first couple of weeks pupils will only change their shoes. Teachers will let you know when they will be changing into full P.E. kit
- The children have the opportunity to be outdoors every day. We ask that they come prepared for all weathers and if possible, please provide wellies which can stay in school.
**** We do have extra pairs of wellies, should any pupil need them ****
- Remember to praise the efforts your child has made. Each child is an individual and develops at their own pace. Try not to compare your child's progress with that of other children. At Carrick Knowe we promote a 'Growth Mindset' where children are encouraged to challenge themselves and keep trying, especially when things are difficult



PLEASE, PLEASE, PLEASE...

- Put your child's name on their clothing ~ especially gym kit and school uniform. It helps enormously when finding owners for lost articles and cuts down on the expense of replacing them
- Make sure that your child goes to bed at a reasonable time so that they will be alert and ready to start school the next day
- We encourage the children to bring a sports style bottle with water (no juice please) in it. This is kept on the children's desk or in a basket in class and we encourage them to drink from it regularly
- Playtime is from 10.35-10.50 a.m. P1 and P2 pupils play in their own area
- Pupils can bring a snack to eat during the morning before 10:30am. This can be eaten in class or taken to the playground. Please remember we are a health promoting school, so your child should bring a small healthy snack

Health and Safety

- During the school day our security system is in operation. The school gate is the **only** pupil entrance to school. However, if your child is late and their classroom door is closed, they should be escorted round to the main entrance (beside the school office). For health and safety reasons lateness is recorded
- If you need to come into the school building, please use the Main Door, by ringing the buzzer, stating who you are and your reason for entering
- For the safety of all children, we ask you not to stay in the playground longer than the time necessary. Please do not crowd round the classroom doors before/after school and encourage your child to go into the class by themselves
- Please let your child and their teacher know if someone different is picking them up so we can maintain their safety at all times
- People and traffic congestion can cause difficulty, and at times dangerous situations do arise when children arrive at and leave school. **There is no vehicle access to the school car park from 8:30am-9.30am in the morning or from 2.50pm-3.20pm at the end of the day, parents are asked to co-operate with this. If you have to bring your child by car, please park a few minutes' walk away from the school as the road outside school is for 'Residents Only'**
- If your child has been sick the previous night or is looking unwell in the morning, **please do not send your child to school**. We cannot allow children back in school for 48hrs, if they have had sickness or diarrhoea.



Finally.....

- We value parental co-operation and involvement in all aspects of school life and parents are always welcome to speak to the school. This may be about a worry, concern, new idea or anything else you would like to share.

We also have a large number of people who can offer supports in a number of areas. These include:

- **P1 Class Teacher, P1 EYP and PSAs:** They are available daily if you would like a quick chat or alternatively a time can be organised for more formal meetings
- **Home School Link Worker (Ms Doig):** Ms Doig is available Mon-Thurs and can help with Young Carer referrals, family and financial help and many other supports. Please see her Home Link booklet for contact details
- **School Nurse (Elizabeth Scotson):** Our School Nurse visits school frequently and can support families with sleep, toileting, health concerns and many other areas
- **Pupil Support Officer - PSO Attendance (Claire El M'rabty):** Mrs El M'rabty can support families with attendance and other family issues
- **SLT (Mrs Canning, Mrs Iley, Mr Morley and Mrs Clark):** Our Senior Leadership Team are readily available throughout the school day and are happy to meet with parents/carers or speak over the phone. Please contact them through the school office or via email

All staff will endeavour to make your child's time with Carrick Knowe Primary a very happy and enjoyable learning experience.

We are looking forward to working with you and your child in the days and years ahead.

