

# ST. PATRICK'S PRIMARY SCHOOL



## School Handbook 2023/2024

Overton Road, Strathaven ML10 6JW  
Tel 01357 521317  
[www.st-patricks-pri.s-lanark.sch.uk](http://www.st-patricks-pri.s-lanark.sch.uk)

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## SCOTTISH CATHOLIC EDUCATION SERVICE



# A CHARTER for CATHOLIC SCHOOLS in SCOTLAND

The mission of the Catholic school is to develop as a community of faith and learning, providing the highest quality of education, and offering formation through the promotion of Gospel values, through celebration and worship, and through service to the common good.

**All Catholic schools in Scotland**, in honouring Jesus Christ as the Way, the Truth and the Life, will feature the following characteristics:

- \* a commitment to the integrated education and formation of the whole person, in close partnership with parents as the first educators of their children;
- \* an inclusive ethos which aims to honour the life, dignity and voice of each person, made in the image of God;
- \* a commitment to the search for wisdom in life and to the pursuit of excellence, through the development of each person's unique God-given talents;
- \* a commitment to the spiritual formation of the school community, through the shared experience of prayer and liturgy, and in partnership with local parishes;
- \* the provision of religious education programmes which will enable young people to develop their understanding of Gospel values and of how to apply them to life;
- \* a commitment to uphold the moral teaching, faith tradition and sacramental life of the Catholic Church;
- \* a commitment to communicate Catholic social teaching and thereby to promote social justice and opportunity for all;
- \* a commitment to ecumenical action and the unity of Christians;
- \* the promotion of respect for different beliefs and cultures and for inter-faith dialogue;
- \* a commitment to support the continuing professional and spiritual development of staff.

**All staff appointed to a Catholic school** are expected to support and promote the aims, mission, values and ethos of the school, as illustrated in this Charter.



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If you need this information in another language or format, please contact us to discuss how we can best meet your needs.

Phone: 0303 123 1023 Email: [education@southlanarkshire.gov.uk](mailto:education@southlanarkshire.gov.uk).



## 1. Introduction

St. Patrick's Primary is one of 124 primary schools throughout South Lanarkshire Council.

South Lanarkshire Council is the fifth largest authority in Scotland. It covers the following main areas; Clydesdale in the south which features extensive rural areas, Cambuslang, Rutherglen, Blantyre and Uddingston to the north as well as the towns of East Kilbride and Hamilton.

The Council's Plan Connect sets out the Council's vision which is, "to improve the quality of life for all within South Lanarkshire".

For Education Resources this means delivering services of the highest quality as well as striving to narrow the gap. It is about continually improving the services for everyone at the same time as giving priority to children, young people, families and communities in most need. The priorities for schools and services are set out in the Education Resources Plan which confirms the commitment to provide better learning opportunities and outcomes for children and young people.

St Patrick's RC Primary is a small co-educational school which serves the town of Strathaven, the villages of Chapelton, Dungavel, Glassford, Gilmourton Sandford and Stonehouse and the rural areas to the south and west of Strathaven.

As a Catholic School, we offer our pupils a learning environment which is conducive to spiritual growth and which is characterised by mutual respect and gospel values.

At St. Patrick's we are aware that the education of your child is a most serious responsibility which you have asked us to share. We aim therefore, to make school a happy, supportive place in which your child will acquire the fundamentals of religious knowledge, develop social skills, moral and cultural values and the academic skills in language, mathematics and all other curricular areas which will enable him/her to learn with understanding and pleasure. An awareness of the duties and responsibilities as members of their community is fostered through developing a sense of equal opportunities and social justice, the encouragement and the practice of good manners, a positive attitude to work, initiative and self-reliance.

We are eager to work with you and the local community in helping each child in our school to reach the highest measure of success which he/she is capable of, and recognising and developing any special skills he/she has, academic, physical or aesthetic.

We feel that the message in our vision statement gives a true reflection of what we promote:

*In faith we grow together: one school, one family.*

*Our School Values: Successful, Inclusive, Nurturing,  
Kind, Respectful & Giving*

Pamela Bradley  
Head Teacher



## 2. About our School and Nursery

Name of School: St. Patrick's Primary School and Nursery

Address: Overton Road  
Strathaven  
ML10 6JW

Telephone Number: 01357 521317

Website Address: [www.st-patricks-pri.s-lanark.sch.uk](http://www.st-patricks-pri.s-lanark.sch.uk)

Email: [gw14stpatricksht@glow.sch.uk](mailto:gw14stpatricksht@glow.sch.uk)  
[office@st-patricks-pri.s-lanark.sch.uk](mailto:office@st-patricks-pri.s-lanark.sch.uk)

Present Roll: 102

Stages Covered: Pre-5 – Primary 7

Denomination: Roman Catholic Co-Educational



### Staff

Head Teacher	Mrs P Bradley
Acting Principal Teacher	Miss M McSorely
Class Teacher	Mrs K O'Hagan
Class Teacher	Mrs H Sheridan
Class Teacher	Mrs C Taylor
Class Teacher	Mrs M McCahon
Class Teacher	Mrs K Cafferkey
Teacher (0.2)	Mrs S Walker
Teacher (0.3)	Mrs H Madden

Team Leaders	Mrs J McGrath & Mrs L Edmonds
Early Years Worker	Mrs A Docherty
Early Years Worker	Miss S Lyons
Early Years Worker	Mrs B Thomson
Early Years Worker	Miss A Cassidy
Early Years Worker	Mrs C Connelly
Early Years Worker	Mrs N Dickson
Early Years Worker	Miss L McCaw



Janitors	Mr D Crow and Mrs A McKillop
Support Staff	Ms D Kirkland
Support Staff	Mrs C Screen
Support Staff	Mrs A Haggerty
Support Staff	Mrs C Wilson
Support Staff	Mrs R Simpson
Cook-In-Charge	Mrs H MacIntosh
School Meals Supervisors	Mrs C Patterson-Hogg/Miss S McClounnan
Cleaning Assistants	Mrs A McKillop/Mrs E Whitelaw



### Contacting the School

If you would like to speak to a member of staff regarding your child, please contact the school office in the first instance to make an appointment with the class teacher or Principal Teacher. If further support is required an appointment with the Head Teacher will be arranged.

### Visiting the School

If you wish to visit the school for a tour, please contact the Head Teacher who will arrange this.

### School Modernisation

As part of South Lanarkshire Council's investment in improving school buildings, the new St. Patrick's Primary School and Nursery opened in May 2018 and is a shared facility with Strathaven Library and Avondale Community Wing.

### Early Years

The school has a nursery which provides free early learning and childcare for young children aged three and four and two year olds. The nursery currently operates from 9am-3pm but additional hours can be requested up to 4pm. Parents from any area may apply to attend the nursery class. To find out more about the nursery please contact us. All children who move from early years to primary education must register separately for school in the month of January.



This class for Pre-5 children (children in their pre-school year and ante-pre-school year) opened in St Patrick's on 23 August 1999. Present provision provides 1140 hours for forty eight 3-5 year olds and ten 2 year olds. It is a welcome addition to our school, providing a structured curriculum for the children in a relaxed, supportive and happy environment.

Parents can register their children by completing application forms (these are available throughout the year). Application forms are then taken to an allocation meeting within SLC for consideration.

Some two year old children will be entitled to free hours of Early Learning and Child Care within St. Patrick's Nursery Class. When making an application, the nursery will advise you as to where you should provide a copy letter of your benefits which confirm your entitlement. We will then confirm a nursery place for your child.





## Learning Community

A learning community is made up of schools and education establishments from the area including the secondary school, primary schools, early years establishments, early years partners and schools and bases which provide specialist additional learning services. It is about working together to plan better outcomes for children and young people.

The learning community develops ways of working between establishments and with other agencies and organisations to ensure services are responsive, accessible and are delivered as effectively as possible.

St. Patrick's Primary School is part of the Holy Cross Learning Community. Each Learning Community is managed by a Head of Education (Area). The Head of Education (Area) for the Holy Cross Learning Community is Mr Stewart Nicolson.

The Learning Community develops ways of working between establishments and with other agencies and organisations to ensure services are responsive, accessible and are delivered as effectively as possible.

All the establishments and services in a Learning Community share priorities for improvement and are involved in the deployment of additional support to meet the needs of the child and the family.



## Integrated Children's Services

Education Resources is a key partner in developing an approach which promotes the delivery of better integrated services to children, young people and their families.

Our vision for children and young people in South Lanarkshire is to ensure that they live in a community where they feel safe, included, nurtured and respected. They should be part of a society where they have the opportunity to maximise their full potential and have access to good quality health, education and leisure services and to have co-ordinated support for the most vulnerable.

Learning communities will strengthen the integration agenda at both strategic and local levels to enable a more collaborative approach in delivering services to all children.

A support team for Integrating Children's Services works across four education areas, and within the Council, enabling all services to children and families to plan and work together, to achieve our vision.

## 3. Parental Involvement

South Lanarkshire Council recognises the importance of parents as partners in the education of their child and has published a strategy entitled, 'Making a difference – working together to support children's learning'. This is available from the Council's website: [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk)



Parents, carers and family members are by far the most important influences on children's lives. Children between the ages of 5 and 16 children spend only 15% of their time in school. Research shows that when parents are involved in their child's learning, children do better at school and throughout life. Parental involvement can take different forms but we hope you share the same aims and agree that by working together we can be partners in supporting children's learning.

As a parents/carers we want you to be:

- Welcomed and given an opportunity to be involved in the life of the school
- Fully informed about your child's learning
- Encouraged to make an active contribution to your child's learning
- Able to support learning at home
- Encouraged to express your views and involved in forums and discussions on education related issues

### **Parent Committee**

All parents of children at school are members of the Parent Forum and are encouraged to work in partnership with the school. Parents can also decide to form a Parent Committee to represent them. They will have a constitution that sets out what they wish to achieve.

An annual AGM is held to elect members.

Our current committee is listed below:

Chairperson:	Mr Andrew Walsh
Vice Chairperson:	Mrs Gemma Walsh
Secretary:	Mrs Liza Linton
Co-opted Member:	Mrs A Houston
Treasurer:	Mr R MacIntyre
Church Representative:	Mrs Connie Hare

Meetings are usually held once per term and parents are alerted of meetings through newsletters/School App.

Some useful information contacts for parents to find out more on education are as follows:

- Parentzone – [www.parentzonescotland.gov.uk](http://www.parentzonescotland.gov.uk)
- Engage Parent Forum – [www.engageforeducation.org](http://www.engageforeducation.org)
- National Parent Forum for Scotland – [www.educationscotland.gov.uk/parentzone](http://www.educationscotland.gov.uk/parentzone)
- South Lanarkshire Council – [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk)

## **4. School Ethos**

St. Patrick's Primary has a very warm and welcoming ethos. The staff, pupils, parents and everyone associated with the St. Patrick's community takes great pride in their successful, popular and inclusive school. Our aim is simple: to provide children with a learning environment where everyone is safe, secure and happy to ensure that all pupils maximise their opportunities to achieve to their maximum potential. We aim to provide opportunities which will enhance and enrich our children's lives.





Achievements are celebrated throughout the school and showcased at whole-school assemblies.

As a Catholic School, we offer our children a learning environment which is conducive to spiritual growth and which is characterised by mutual respect and gospel values.

The Catholic Church's commitment to the importance of education is founded on the Christian belief of the importance of each person's talents and capacities being developed to their full potential throughout life.



We aspire to meet all the demands of The Charter for Catholic Schools, in particular:

“... a commitment to the integrated education and formation of the whole person.”

“.... Working in close partnership with parents as the first educators of their children”,

And of course, “the pursuit of excellence through the development of each young person’s unique God-given talents”.

Special praise has been afforded to the following aspects of our ethos:

- Our distributive leadership and involvement in decision-making – staff, pupils and parents
- The very strong teamwork and commitment of staff
- Our willingness to embrace innovation and capacity for change
- The warm, vibrant, embracing Catholic Christian ethos of the school
- Our approaches to learning and teaching
- Staff knowledge of pupils and their families
- Our enthusiastic, mannerly, friendly, motivated and enterprising pupils who show real pride in their school
- Our children’s involvement in their learning
- Our high standards of achievement and attainment and the way in which we celebrate success
- The wide-ranging provision of experiences we provide for all of our children
- Our partnership with parents, the Church and the local community
- Our very strong commitment to care and welfare



- Our Fairtrade School and Health Promotion School successes
- Our commitment to charitable work and “helping children less fortunate than ourselves”
- The scope of our after-school classes
- Our innovative use of ICT throughout the curriculum
- The importance we give to Health and Wellbeing throughout the whole-school community

## **Homework**

Staff will set homework Monday to Thursday, suited to the needs of the children and as a reinforcement of the work within the school. In the infant stages this should only take around 15/20 minutes and increase throughout the school to a maximum of about 25/30 minutes per night. Homework need not always take the form of a written task, it should be varied and incorporate such things as:

Reading for pleasure or information  
Research work related to the current class topic  
Rote learning activities e.g. spelling, multiplication tables  
Digital homework including online Literacy and Numeracy activities

Where no written work has been given, parents should use the time to talk to their children about school, to revise previous work or to encourage extended reading. This will help to develop in the child good working habits and a firm attitude towards the future. Moreover, your supervision of work will afford you an opportunity to assess your child's progress and become aware of any difficulties. Parents are encouraged to create a suitable homework environment for their children so that work outwith formal classroom teaching is recognised as being an important and rewarding activity, building on the good practice already existing in the school.

## **Extra Curricular Activities**

Each year, we participate in local tournaments and festivals in collaboration with SLC Active Schools.

Classes are run after school (3.00 – 4.00pm) Monday to Thursday. The school offer a variety of classes each term and they are changed regularly in consultation with the pupils.

## **Medical and Health Care**

Should an accident occur in school which requires medical or hospital attention, the school will notify the parent at home or work, and if considered serious, arrangements will be made to convey the pupil to a hospital or doctor. It is essential therefore, that the school should have a telephone number at which parents may be contacted quickly since the hospitals usually require parental permission for a course of action if the condition is serious.

Parents are urged to inform the school immediately of any changes of address, telephone numbers, name of family doctor, emergency contacts etc. The school should be informed of any medical or health problems.

## **Reporting of Racist Incidents**

Schools take seriously any reported racist incidents. Within the school's approach to promoting positive discipline a record of all racist incidents is maintained and each incident fully investigated.



Schools are required to notify the local authority of any racist incident.

### **Equality and Diversity Impact Assessment**

Schools and education establishments have a legislative duty to undertake an assessment of equality and diversity. This is the process of systematically assessing and consulting on the effects that a policy, process or strategy is likely to have on different groups in the community who might experience disadvantage/barriers in accessing services. The process includes monitoring the actual effects of the policy once it is put into practice. Policies do not affect everyone in the same way. By assessing in the early stages, any adverse impact can be identified and minimised.

### **Information to Proposed Transfer of School**

Children and young people may transfer school for a number of reasons such as families moving house, parental choice etc.

If you are proposing a change of school for your child please provide as many contact details as possible in relation to the new school so that we can ensure a smooth transfer of information relating to your child.

This will help us all to ensure the continued wellbeing of your child.

## **5. The Curriculum**

Curriculum for Excellence is the name given to the curriculum in Scotland for all children and young people aged 3-18. It is a forward-looking, coherent, more flexible and enriched curriculum that provides young people with opportunities to engage with the knowledge, skills and attributes they will need if they are to flourish in life, learning and work, now and in the future.

The curriculum includes all of the experiences that are planned for children and young people to support the development of their skills, wherever they are being educated, for example in the family and community, pre-school centre, nursery and school. This broad, general education will allow them to become successful learners, confident individuals, responsible citizens and effective contributors to life in the 21<sup>st</sup> century.

In taking this forward our school will work closely with South Lanarkshire Education Resources and other services to enrich the curriculum, to provide the best possible education for all children and young people. We wish you to feel confident that your child is encouraged and supported to develop their literacy, numeracy and other skills whilst they attend our school. The curricular areas are as follows:

- Expressive Arts
- Languages and Literacy
- Health and Wellbeing
- Mathematics and Numeracy
- Religious and Moral Education
- Sciences
- Social Studies
- Technologies



If you want to know more about Curriculum for Excellence, please visit [Scotland's Curriculum for Excellence \(scotlandscurriculum.scot\)](http://scotlandscurriculum.scot)

Our curriculum is developed in response to the principles for curriculum design as outlined in the Curriculum for Excellence guidelines. These seven principles are as follows:

**Challenge and Enjoyment** Our pupils find their learning challenging, engaging and motivating. We encourage high aspirations and ambitions for all. Our learners experience an appropriate level of challenge, to enable each individual to achieve his or her potential. They are active in their learning and have opportunities to develop and demonstrate their creativity. We provide encouragement and motivation for our pupils to sustain their efforts and commitment.

**Breadth** Our children have opportunities for a broad, suitably weighted range of experiences, so that they will learn and develop through a variety of contexts within both the classroom and other aspects of school life

**Progression** We ensure that our pupils experience continuous progression in their learning within a single curriculum framework. At each stage we build upon earlier knowledge and achievements. Our pupils are able to progress at a rate which meets their needs and aptitudes.

**Depth** We provide opportunities for our pupils to develop their full capacity for different types of thinking and learning. As they progress, we support the development and application of increasing intellectual rigour, draw different strands of learning together, and support them in exploring and achieving more advanced levels of understanding.

**Personalisation and Choice** Our curriculum responds to the individual needs of our children and supports particular aptitudes and talents. Our children are given opportunities to exercise responsible personal choice as they move through our school.

**Coherence** Our pupils' learning activities combine to form a coherent experience. There are clear links between the different aspects of our children's learning, including opportunities for extended activities which draw different strands of learning together.

**Relevance** We ensure that our children understand the purposes of their activities and understand the value of what they are learning and its relevance to their lives, present and future.

## EXPRESSIVE ARTS

There are four main areas:

- Art and Design
- Dance
- Drama
- Music



## LANGUAGES

This includes reading, writing, listening and talking. It also includes modern languages. The aspects of Literacy and English which will be addressed are:



## Listening and talking

Enjoyment and choice  
Tools for listening and talking  
Finding and using information  
Understanding, analysing and evaluating  
Creating texts

## Writing

Enjoyment and choice  
Tools for writing  
Organising and using information  
Creating texts

## Reading

Enjoyment and choice  
Tools for reading  
Finding and using information  
Understanding, analysing and evaluating



The core resources used to enhance children's learning experiences are:

*Active Literacy*  
*Talk for Writing*  
*Book Banding (P1-3)*  
*Novel Studies (P4-7)*  
*Jolly Grammar*  
*Nelson Handwriting*  
*Listening and Talking Activities*  
*Social Studies Topics*  
*STEM Science Resources*

## Modern Languages

Pupils throughout the school (and Nursery Class) study Spanish. The curriculum addresses all of the above components in the context of learning an additional language.

## HEALTH AND WELLBEING

The aspects of health and wellbeing which are addressed are:

- Mental, emotional, social and physical wellbeing
- Physical education, physical activity and sport
- Planning for choices and changes
- Food and health
- Substance misuse

## MATHEMATICS AND NUMERACY

### Number, Money and Measure

Estimation and rounding  
Number and number processes  
Multiples, factors and primes  
Powers and Roots  
Fractions, decimal fractions and percentages  
Money







Time

Measurement

Mathematics - its impact on the world, past, present and future

Patterns and relationships

Expressions and equations

### **Shape, Position and Movement**

Properties of 2D shapes and 3D objects

Angle, symmetry and transformation

### **Information Handling**

Data and analysis

Ideas of chance and uncertainty

## **RELIGIOUS EDUCATION**

This is based on Gospel Values and the teaching and tradition of the Catholic Church and includes the eight strands of faith:

### **The strands of faith of Catholic Christianity which are explored are:**

Mystery of God

In the Image of God

Revealed Truth of God

Son of God

Signs of God

Word of God

Hours of God

Reign of God

### **Other world religions:**

Beliefs

Values and issues

Practices and traditions



The core resources used to enhance children's learning experiences are:

*This Is Our Faith, God's Loving Plan* and *Equalities*. All Religious Education Programmes used within the school have been developed by SCES and Motherwell Diocesan.

Pupils in primaries 6 and 7 are given the opportunity to participate in The Pope Francis FAITH Award.

## **SCIENCES**

The aspects of the Sciences which are addressed are:

- Planet Earth
- Biological systems
- Forces, electricity and waves
- Materials
- Topical Science

## **SOCIAL STUDIES**

Social studies cover a wide range of subjects under three headings:

- People, past events and societies





- People, place and environment
- People in society, economy and business

Many of the outcomes for this curricular area are delivered using an interdisciplinary approach. This means that key learning from more than one curriculum area is studied at the same time in a meaningful context.

## TECHNOLOGIES

This develops a range of skills such as:

- Creating and designing
- Problem solving
- The use of information and communication technology

If you want to know about Curriculum for Excellence, please visit these websites:

<http://www.educationscotland.gov.uk/thecurriculum/> or [www.parentzonescotland.gov.uk](http://www.parentzonescotland.gov.uk)

Our learning and teaching activities are based on the outcomes and experiences in the guidelines that all schools have for Curriculum for Excellence.

Level	Stage
Early	The pre-school years and Primary 1 or later for some.
First	To the end of Primary 4, but earlier or later for some.
Second	To the end of Primary 7, but earlier or later for some.

## SPIRITUAL, SOCIAL MORAL & CULTURAL VALUES (Religious Observance)

The religious education curriculum in all Catholic schools is determined by the Church authorities. In St. Patrick's school we follow the guidelines given by The Diocese of Motherwell and the Diocesan RE Advisers.

Our RE programme offers a systematic presentation of the Christian event, message and way of life in ways appropriate to the age and stage of development of the child. The RE Programme provides the opportunity for celebration, prayer and reflection in implicit and explicit ways. Preparation for the Sacraments of Reconciliation, First Communion and Confirmation are effectively implemented at the appropriate stages in the child's development.

The RE Programme also provides the children with the language of religious experience, whereby they can explore their faith and the faith of others within the terms of their own understanding.

All of the above is taught through *This Is Our Faith* and *God's Loving Plan* programmes of study for P1-P7. These are the programmes approved by the Bishops of Scotland for Catholic Primary Schools.



Father Emmanuel is a frequent and welcome visitor to our school. As well as visiting the classes he regularly celebrates Mass in the school, helping the children to express,



develop and deepen the faith that has been explored in the RE programme.

Our RE programme plays a vital role in our policy of ensuring that all pupils, irrespective of belief, race, culture, class, gender and disability are provided with an education which allows them to develop their full potential.

In our RE programme we promote and foster positive values such as respect, love, tolerance, understanding and fairness. At the same time we strive to identify and combat stereotyping, racism and all forms of discrimination wherever they occur.

## Equalities

Integral to this guidance is the principle of mutual respect. The diversity of belief and tradition provides an ideal context in which pupils can learn about, and so learn from, what is important in the lives of themselves and others. South Lanarkshire's guidance recognises and welcomes diversity and promotes respectful understanding.

Parents may request that their children be permitted to be absent in order to celebrate recognised religious events. Advance notice should be provided to the school when children will be absent. Appropriate requests will be granted and the pupil noted as an authorised absentee in the register.

In a letter of guidance issued by the Scottish Government in February 2011, it is acknowledged that Catholic schools take a distinctive approach to the provision of Religious Observance:

*Scottish Government Ministers welcome the tradition that, in Roman Catholic denominational schools, Catholic Liturgy will largely shape the nature and frequency of religious observance activities in the classroom and in the wider school community. So, at times, children and young people will be invited to participate in, and sometimes to lead, prayer and reflection in classrooms and at assemblies. At other times, to honour particular occasions or feasts, chaplains will lead school communities in the celebration of Mass and other forms of liturgical celebration. (Covid-19 permitting)*

## 6. Assessment and Tracking Progress

In St. Patrick's Primary School, we are committed to developing and implementing effective assessment and tracking strategies in order to ensure that our curriculum is designed and delivered in a manner which ensures the highest quality of learning and teaching experiences for our pupils.

We have based our core curricular experiences on Curriculum for Excellence principles of curricular design in order to provide challenge and enjoyment, breadth, progression, depth, personalization and choice, coherence and relevance. Our assessment strategies ensure that we apply these principles in an inclusive way by planning high quality learning experiences which stimulate and challenge our pupils and engage them in their learning.

We use a wide range of approaches to gather good quality evidence of children's progress to effectively track each child's knowledge and understanding, skills, attributes and capabilities in order to fully develop the four capacities. In addition, this evidence of learning enables us to provide detailed information to parents and carers on their child's progress.



Our strategies are applied on an ongoing basis with formative assessment being carried out by the teaching staff in a variety of ways including daily observation, daily written tasks, regular discussion, partnership working with colleagues and other staff members. Teaching staff provide high quality oral feedback to pupils who benefit from individual discussion on their progress.

Pupils are fully involved in the evaluation process through self and peer assessment. They are encouraged to set goals and targets for themselves within Homework Diaries which are evaluated by each pupil on a weekly basis.

In addition to this, more formalized summative assessments are administered throughout the year such as MaLT (Maths Assessment for Learning and Teaching) and GL Reading Assessments. Children in Primary 1, 4 and 7 are also assessed using The Scottish Standardised Assessments (SNSA) which are completed online.

A variety of strategies are employed to track pupil progress including recording each pupil's daily/weekly results in our class assessment folders, gathering and displaying written and photographic evidence for individual and group tasks and activities and recording the results of summative assessments at the end of a topic or level.

## **7. Reporting**

St. Patrick's Primary School recognises that good teamwork among parents, children and schools is the key to a successful education for your child.

Reporting will be ongoing and comprise of a range of activities which can include children presenting their learning, newsletters, and ongoing oral discussions.

We will provide parents with one written report each year so that you can see what your child is doing and how they are progressing. Parents will also have the opportunity to meet with the class teacher twice throughout the school year.

Our learner reports will help you to get to know more about the curriculum which each child follows and will describe their strengths, achievements and areas for development so you know what encouragement and support you can give.

## **8. Transitions (Change of School/Placing Requests)**

Pupils normally transfer from primary to secondary school between the ages of 11½ and 12½, so that they will have the opportunity to complete at least 4 years of secondary education. Arrangements are made by the school to transfer children to the associated secondary school as determined by their home address. Parents of P7 children will be informed of the transfer arrangements made for their child to attend secondary school.

We will also provide you with information at this time on events designed to support P7 children before they move on to secondary school.



## **Change of School/Placing Request**

Normally children attend the school in their catchment area. However, there are times when parents may wish their children to go to other schools. If you wish your child to go to another school then you may make what is known as a 'placing request'. If you live in South Lanarkshire and decide to submit a 'placing request', we are unable to reserve a place in your catchment school until the Council have made a decision on the 'placing request'. Please note if your 'placing request' application is unsuccessful and all places at your catchment school are filled you will be offered a place at the next nearest appropriate South Lanarkshire School.

Please note that if an application for a 'placing request' is successful then school transport is not provided.

If you move outwith your catchment primary school a 'request to remain form' must be completed. If you move outwith your catchment primary, this may affect your right to transfer to the associated Secondary School. Please note the secondary school is determined by the pupil's permanent home address and chosen denomination. If you require further information: please contact Education Support Services [edsuppserv.helpline@southlanarkshire.gov.uk](mailto:edsuppserv.helpline@southlanarkshire.gov.uk) or **0303 123 1023**.

## **9. Support for Pupils (Additional Support Needs)**

### **Getting it right for every child**

Getting it right for every child (GIRFEC) supports families by making sure children and young people can receive the right help, at the right time, from the right people. The aim is to help them to grow up feeling loved, safe and respected so that they can realise their full potential.

**Most children and young people get all the help and support they need from their parent(s), wider family and community but sometimes, perhaps unexpectedly, they may need a bit of extra help. GIRFEC is a way for families to work in partnership with people who can support them, such as teachers.**

If you have any concerns about your child's wellbeing, you can speak to the named person who will work with you to provide support and decide how to move forward. Your school will let you know who this is. It is likely to be the Head Teacher in a primary school and a principal teacher (pupil support) in Secondary.

More information can be found on:

[www.scotland.gov.uk/gettingitright](http://www.scotland.gov.uk/gettingitright)

## **Attachment Strategy for Education Resources**

### **Attachment – what we do to support children and young people**

South Lanarkshire Council Education Resources is committed to improving outcomes for children and young people by creating emotionally supportive learning experiences in our nurseries and schools.

The Education Resources Attachment Strategy supports the action in the 'Getting it Right for Every Child in South Lanarkshire's Children Services Plan 2021-23', following the launch of the Attachment Strategy in 2020, to provide staff training in Attachment and Trauma based practice.



### ***What does it set out to do?***

The aim of the strategy is to promote better experiences of attachment for South Lanarkshire's children and young people and to ensure that all education practitioners understand the importance of attachment theory and its application and how positive relationships can make a difference to outcomes.

### ***How can I find out more?***

South Lanarkshire Council Education Resources have published a series of leaflets and posters for establishments and for parents/carers which aim to share information on attachment theory and on how this informs the ways in which we support children and young people.

These are available in schools and on the SLC Staff Learning Centre Sway accessible by teachers and staff.

## **10. School Improvement**

The aim of a **School Improvement Plan** is to help Head Teachers organise school self-evaluation and plan a programme of activities aimed at sustaining and improving specific aspects of the school's work. It offers a means of organising information about where the school is and where it is going. Formulating the plan encourages and assists staff to take accurate and systematic stock of the schools' current performance, to consider the most effective use of available finance and resources, to think and plan strategically for the phased introduction of new initiatives, to consolidate recent developments and to report on existing practice and performance. In essence, the aim of our School Improvement Plan is to improve the quality of our learning and teaching – it is a process of going forward for the better.

Each session the school and the associated Learning Community formulate Improvement Plans which outline their developmental agenda for the year and their proposed targets of achievement. The school improvement priorities can be found on the website/app and information is updated in the school newsletters.

An outline of our school priorities can be found on the school website and App. An outline of our main achievements can also be found in our Standards and Quality Report.

### **Pupil Equity Fund**

The Scottish Government have introduced The Pupil Equity Fund (PEF) which is money that is allocated directly to schools and targeted at closing the poverty related attainment gap. Every council area is benefitting from Pupil Equity Funding and 97% of schools in Scotland have been allocated funding for pupils in P1-S3 known to be eligible for free school meals. The funding is to be spent at the discretion of the Head Teacher working in partnership with each other and their local authority, with PEF national operational guidance designed to help support those plans.



## 11. School Policies and Practical Information

### Nursery

All children attending a local authority nursery will be provided with a free lunch. In addition, if your child attends long mornings or afternoons e.g., over 4 hours 30 minutes they will be provided with a 'brunch' or 'afternoon tea'.

Nursery lunches and snacks are based on nutritional requirements from the NHS "Setting the Table" guidance.

Nursery age children will also receive milk and a healthy snack free of charge under the Milk and Healthy Snack scheme 2021. This will be provided by the establishment

Healthy eating is something that the school supports and a range of meals are available at lunchtime that meet the Nutritional Requirements for Food and Drink in Schools (Scotland) Regulations 2020

All primary aged pupils are also offered a free breakfast within their school. The selection available includes cereal, toast, fruit and milk.

For their lunch each day pupils have the option to choose from two hot meal options, a snack option plus a vegan / vegetarian option. These are all served with vegetables or side salad. All **meals** also come with fresh chilled drinking water, salad, seasonal fruit and depending on the day - soup or a dessert.

Pupils in:

- Primary 1 - 5 receive a free school lunch.
- Primary 6 - 7 meal cost is £2.00

School lunches and milk can be paid for through your Parentpay account or Paypoint facilities in local shops.

**NB** School Meal prices are reviewed annually and may be subject to change

### Special diets

If your child within Nursery, Primary or Secondary requires a special diet for medical reasons please speak to the school/nursery office who will provide the request form for you to complete. In addition, if you have a cultural diet request for your child please speak to the school/nursery office who will provide you with a request form.

### Free School Meals

Children of parents who receive the following benefits are entitled to a free lunchtime meal for their child

- Income Support, Universal Credit (where your take home pay is less than £660 per month), Job Seeker's Allowance (income based), Employment and Support Allowance (income related), Working Tax Credit and Child Tax Credit (where your gross annual income does not exceed £7,920 as assessed by the HM Revenues and





Customs), Child Tax Credit Only (where your gross annual income does not exceed £17,105 as assessed by the HM Revenues and Customs) or receive support under Part VI of the Immigration and Asylum Act 1999.

If you are in receipt of Housing Benefit and/or Council Tax Reduction from us there is no need for you to apply online, we will use the information we hold to automatically award free school meals (P4 to S6) and/or school clothing grants (P1 to S6) to eligible families.

We would encourage parents of children who are in receipt of any of the above benefits to take up this opportunity of having a meal provided for their child when they are at school. Arrangements are in place so that children who receive free meals are not singled out and we encourage all children to remain in school at lunch time.

South Lanarkshire Council also offers a free Breakfast service. St. Patrick's Breakfast Club is available daily from 8.15am.

## School Uniform

We ask all parents/carers to support the school by encouraging children to adhere to the agreed dress code and the wearing of our school uniform. The wearing of a school uniform helps promote the identity of the school in the local community and helps create an ethos of sharing and pride in the school.

In addition, the wearing of a uniform helps towards increasing the protection of all pupils. The wearing of a uniform helps staff and the pupils to distinguish between who belongs to the school and those who may be visitors. This enables staff to approach and identify visitors more readily and helps in trying to offer a safer environment for pupils and teachers. Equality of opportunity is an important aspect of the life of the school. Any proposals on the dress code and on what constitutes the school uniform will be the subject of discussion with the Parent Council and where appropriate consultation with parents, pupils and staff.

There are forms of dress which are unacceptable in all schools such as:

- the wearing of football colours
- clothing with slogans that may cause offence (anti-religious, symbolism or political slogans)
- clothing which advertises alcohol, tobacco or drugs
- clothing which can be deemed unsuitable in terms of health and safety grounds such as shell suits, combat style clothing, dangling earrings, loose fitting clothes particularly in practical classes
- articles of clothing that could be deemed to inflict damage on other pupils or be used by others to do so
- footwear that may damage flooring.

St Patrick's School Uniform is as follows:

Grey trousers or skirt/pinafore  
White shirt/blouse  
Green jumper/cardigan  
School tie (Green and Gold)  
Green blazer





In addition, parents can purchase tee shirts (for PE) and waterproof jackets displaying the school badge.

Uniforms can be ordered from our supplier *Logoxpres Ltd* online at:

<http://www.logoxpres-schoolwear.co.uk/>

The Logoxpres Schoolwear shop is at

4 Kings Court, Glentye Road, Broadleys Business Park, Stirling, FK7 7LH.

Further Information on school uniforms can be obtained via the school office or school website.

In the interests of safety, soft gym shoes must be worn for games and PE activities. It is desirable that shorts and tee shirts should also be worn. Jewellery of all kinds can be a hazard and must be removed before taking part in such activities.

## **Support for Parent/Carers**

### **Clothing Grant**

In certain circumstances the Council provides support to parents/carers for the purchase of school wear.

Applications can be made online at [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk). If you are required to submit evidence of your Tax Credit income it is important that a copy of this evidence is attached to your online application. Should you require further information or you are unable to submit an application online then please contact the helpline number **0303 123 1011** (option 5)

### **School hours/holiday dates**

The school day is from 9.00am to 3.00pm.

The pupils have a morning break from 10.30am-10.45am and lunch is from 12.15-1.00pm.

School holiday dates are attached.

## **Enrolment – how to register your child for school**

To register your child for school you should complete our online registration form. This can be done using the South Lanarkshire website.

[www.southlanarkshire.gov.uk/info/200186/primary\\_school\\_information/392/enrolling\\_your\\_child\\_for\\_school](http://www.southlanarkshire.gov.uk/info/200186/primary_school_information/392/enrolling_your_child_for_school) If you have any difficulty in identifying your catchment school, please email [Edsuppserv.helpline@southlanarkshire.gov.uk](mailto:Edsuppserv.helpline@southlanarkshire.gov.uk)

The online registration form will ask you to provide each child's full birth certificate and two pieces of recent official documentation both containing your permanent home address for example a utility bill, council tax statement, housing rent card, child benefit documentation.

Proof of where the child lives may also be needed.

Parents within the catchment area will be advised via social media that they can begin using the online registration form to enrol their child for school in August 2023. The registration form along with the child's full birth certificate and 2 proofs of residency will be sent directly to the office email address will be available from 9 January 2023.



If your child attends nursery of your catchment school don't assume that they will be automatically transferred. You must register them as normal.

If your child is starting school for the first time you must enrol your child at their catchment school in January. If parents want their child to go to another school, they must enrol in the first instance with their catchment school and ask for an information leaflet that provides details on how to make a placing request. An online placing request form is available from the SLC website – [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk) or by contacting [edsupportserv.help@southlanarkshire.gov.uk](mailto:edsupportserv.help@southlanarkshire.gov.uk) or phone **0303 123 1023**.

Enrolment date is week commencing 16 January 2023.

## **School Transport**

South Lanarkshire Council has a policy of providing school transport to primary pupils who live more than one mile by the recognised shortest walking route from their catchment school. This policy is more generous than the law requires. This means that the provision of transport could be reviewed at any time. Parents who consider they are eligible should complete an application online [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk) or contact **0303 123 102**. These forms should be completed and returned before the end of March for those pupils starting the school in August to enable the appropriate arrangements to be made. Applications may be submitted at any time throughout the year and will be considered by Education Resources.

A privilege transport scheme is operated for mainstream school contracts where a pupil is not entitled to free school transport. Privilege transport will only be granted providing there is spare capacity on an existing school contract and will be from and to designated pick up and drop off points. Privilege transport will not be provided where a service bus is used on the school run. Any spare capacity will be allocated using agreed priorities. More information on school transport is available at:

[www.southlanarkshire.gov.uk/info/200188/secondary\\_school\\_information/545/school\\_transport](http://www.southlanarkshire.gov.uk/info/200188/secondary_school_information/545/school_transport) or phone **0303 123 1023**

## **Pick-up Points**

Where school transport is provided it may be necessary for pupils to walk a certain distance to the vehicle pick-up point. Walking distance in total, including the distance from home to the pick-up point and from the drop-off point to the school in any one direction, will not exceed the authority's distance limit for school transport.

It should be noted that it is the parent's responsibility to ensure their child behaves in a safe and acceptable manner while travelling in and alighting from the vehicle. Misbehaviour can result in your child losing the right to school transport.

Parents are asked to note that South Lanarkshire Council does not provide transport for those pupils who attend school via a placing request.

## **Insurance for Schools – Pupils' Personal Effects**

South Lanarkshire Council is concerned at the level of claims being received for loss or damage to pupils' clothing or personal effects. Parents are asked to note the Council's position in terms of insurance for pupils' personal effects:



### **(i) Theft/Loss of Personal Effects**

The Council is not liable for the loss or theft of pupils' clothing or personal effects for example mobile phones, tablets etc. and any items are therefore brought into the school at the pupil/parents' own risk.

Parents can assist by ensuring that valuable items and unnecessarily expensive items of clothing are not brought to school.

Teachers and other staff have been advised not to accept custody of any such items.

The same principle applies to musical instruments and other equipment used for activities within the school, which belong to the pupil, but are brought into the school. Parents should be aware that if such equipment is left in school, it is done at the pupil/parents' own risk.

In the case of valuable items such as musical instruments, parents should ensure that these items are covered by their own household insurance.

### **(ii) Damage to clothing**

The Council is only liable for damage caused to pupils' clothing where the damage has resulted from the negligence of the Council or one of its employees. Claims arising otherwise will not be accepted by the Council's insurers.

### **Family holidays during term time**

*Every effort should be made to ensure that your child attends school during term time. Please contact the school as soon as possible if your child is unable to attend school.*

Family holidays should be avoided during term time as this both disrupts the child's education and reduces learning time. If holidays are taken during times when the school is open parents should inform the school in advance by letter.

If your child is taken on a family holiday during term time then in line with Scottish Government advice this will be classified as an unauthorised absence. However, in exceptional circumstances schools may register a family holiday during term time as an authorised absence when for example, parents are unable to obtain leave during the school holiday period.

Clearly, absence with no explanation from parents will mean that the absence will be recorded as unauthorised.

In our approach to raising attainment and achievement it is recognised that attendance at school is something that should be continuously encouraged. Parents/carers, children and the school all have a part to play in encouraging and stressing the importance of attendance at school.

The school holiday dates and in-service dates are available from the website [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk)

### **Promoting Positive Behaviour**

It is the responsibility of staff within the school to ensure that parent council members, parents and pupils are involved in the creation of a positive school ethos that encourages good behaviour. Equally, the school whilst trying to promote positive behaviour must support



young people should incidents or bullying occur. Parents have a significant role to play in working with the school so that teachers, parents and pupils know what is expected of them in trying to change the behaviour and attitudes that contribute to bullying behaviour.

Our approach is to create an environment where better behaviour will encourage better learning. The school, along with the support of parents, can work together to create a learning environment which young people can enjoy and feel safe.

Incidents of bullying should be reported to the school immediately so that each alleged incident can be looked at. Together we can work towards creating a safer school for children and staff.

In addition, a guideline (Promoting Positive Relationships and Behaviour) has been produced to support all teaching and support staff and inform them of their roles and responsibilities in respect of dealing with the small number of children and young people who display challenging behaviour. Early identification is crucial so that intervention can be provided to support children and young people to help them address their issues and concerns. Staff training is provided to help develop the skills needed to respond to and manage challenging behaviour. A wide range of appropriate staff development opportunities has been developed for this purpose.

## **Child Protection**

All staff in educational establishments in South Lanarkshire Council receive an annual Child Protection update and are required to follow the advice and guidance contained within relevant Education Operating Procedures. They must also complete a mandatory Learn on Line Course "Child Protection in Education".

South Lanarkshire's children's services partnership works together to support children, young people and their families so that children grow up in communities where they are safe, healthy, active, achieving, respected, responsible and included, and have the opportunity to achieve their full potential. They are committed to continuously improve our services to ensure children, young people and their families get the right support at the right time.

Sometimes children and young people need additional help to make sure that they are *"cared for and protected from abuse and harm in a safe environment in which their rights are respected"* (CPC South Lanarkshire Child Protection shared vision). The Child Protection Committee has the overarching responsibility to ensure that agencies individually and collectively work to protect children and young people as effectively as possible.

All staff have a responsibility to report any suspicions that a child has been abused or is at risk of harm, abuse, or neglect. Robust procedures and guidance are in place to support education staff to: -

- be alert to signs that a child may be experiencing risks to their wellbeing,
- report concerns to the head of establishment or the child protection coordinator without delay.
- be actively engaged in support and protection and development of wellbeing.

If you would like more information, or have a concern of a child protection nature, please contact the head of the educational establishment which your child attends.



The Child Protection Committee's website has a range of useful information for parents/carers to help them keep their children safe:  
[www.childprotectionsouthlanarkshire.org.uk](http://www.childprotectionsouthlanarkshire.org.uk)

### **Information on Emergencies**

We make every effort to ensure the school remains open during term-time for pupils. However, on occasions circumstances may arise which can affect the school. Schools may be affected by, for example, severe weather, power failures or through any other circumstances that may impact on the school day. In such cases we shall do all we can to let you know if this happens. We shall keep you in touch by telephone, text, where appropriate, letters, web news and through local radio stations particularly if there are prolonged periods of severe weather. The Council's website [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk) will be used to let you know if the school is closed and when it will re-open.

It is important for parents/carers to let the school know of any change to your mobile/home telephone number and change of address.

If for any reason, you are unsure if the school is open visit the website [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk) or email [education@southlanarkshire.gov.uk](mailto:education@southlanarkshire.gov.uk)

### **Your Commitments**

We ask that you:

- support and encourage your child's learning
- respect and adhere to the schools policies and guidance
- let the school know if you change your mobile/telephone number and/or address
- enjoy and take part in school activities
- accept your responsibility to respect staff who work in the school and for the school to be proactive in taking forward it's commitment to care for and educate your child.

## **General Data Protection Regulation as supplemented by the Data Protection Act 2018 (GDPR)**

Information on pupils, parents and guardians is held by the school to enable the teaching, registration and assessment of pupils as well as associated administrative duties. The information is stored and used as per the requirements of the GDPR, with South Lanarkshire Council defined as the data controller. The Council have established a data protection policy that applies to all of its school.

Education Resources has also prepared a privacy notice (below) which sets out how we will deal with personal information as part of our statutory function as an education authority. For more information please contact the school.

### **Privacy Notice**

#### **Introduction**

In line with the General Data Protection Regulation (GDPR) we have produced this privacy notice to inform you how we deal with personal information as part of our statutory function as an education authority.





The Council has a legal obligation to deliver effective education services to children, young people and adult learners in South Lanarkshire. In order to do this we need to collect personal information about children, young people and their families so that we can help them to learn and keep them safe.

### **Using your personal information**

The Council is a “controller” of the personal information you provide when enrolling for a nursery or school, applying for an education service or participating in groups or activities provided by Education Resources.

### **Information we collect from you about you and your child at enrolment**

When you enrol for a nursery or school, we ask for the following information:

- parent/carer contact details (name, address, phone, email);
- the child's name, date of birth, gender and address;
- information about medical conditions, additional support needs, religion and ethnicity;
- any information you may wish to provide about family circumstances.

### **Information we collect at other times**

We will also collect information at other times such as when you apply for a benefit, request a services or other support. We will provide an additional privacy notice at these times.

- If you apply for an education service or benefit, such as school transport, free school meals, clothing grant, placing request or EMA, we will also ask for personal information as set out above. We will also ask for information about your income for education benefits applications.
- If you make a request for additional support such as an educational psychologist or other support for learning we will ask for more detailed information to allow us to provide the most appropriate support for your family. This may include information about family circumstances or medical conditions.
- If there are concerns about your child's wellbeing and/or your child has needs that may require additional support, we will wish to work with you to collect and consider information to enable us to help you get the right support at the right time in line with the Getting it right for every child approach.

We require this information to ensure that children and young people are educated appropriately, supported, and that we take account of their health and wellbeing. We will also ask you to update this information annually and to tell us when there are changes to your details.

### **Information that we collect from other sources**

As an education authority and as part of our statutory function in accordance with our legal obligations, we receive information from other sources such as the SQA, the NHS or Social Work about you or your child, this includes:

- exam results and assessment information;
- information about health, wellbeing or child protection.

### **Why do we need this information?**



We need this information so the Council can ensure it is delivering education services appropriately to all learners:

- for the education of children, young people and adult learners;
- for teaching, enrolment and assessment purposes and to monitor the educational progress of children, young people and adult learners ;
- to keep children and young people safe and provide guidance services in school;
- to identify where additional support is needed to help children, young people and adult learners with their learning;
- to maintain records of attendance, absence and behaviour of children and young people (including exclusions);
- to support children and young people moving on each year from nursery to primary, primary to secondary and when they move or leave school;
- to help us develop and improve education services provided for young people, adult learners or families
- In accordance with our legitimate interests as an education authority we will also use your information to create statistical reports.

### **We will share your information with:**

As an education authority and as part of our statutory function in accordance with our legal obligations we will share information with other bodies or parts of the Council, including:

- The Scottish Government and bodies such as Education Scotland, Scottish Qualifications Authority, Skills Development Scotland and other organisations that support children and young people's learning;
- Other parts of the Council when required for services such as school meals, school transport, education benefits and with Social work in connection with any child protection concerns we become aware of;
- The NHS, to support health initiatives in accordance with the legal obligation on the Council in terms of section 39(3) of the National Health Service (Scotland Act 1978);
- South Lanarkshire Leisure and Culture Limited, where children and young people are participating in sports and leisure activities;
- Other schools/local authorities – if a child moves or transfers to another school the Council has an obligation to pass on information with regards to pupil records to the new school/local authority.

You have the right to access your personal information as well as the rights of rectification, erasure, restriction and the right to object. For information on these rights and how to exercise them or for information about how we manage your personal information, you can get a copy of our full privacy notice from our website: ([https://www.southlanarkshire.gov.uk/info/200235/meta/1730/general\\_privacy](https://www.southlanarkshire.gov.uk/info/200235/meta/1730/general_privacy)).

Our full privacy notice will also provide information on how to make a complaint or to request a paper copy of the privacy notice from the Data Protection Officer.



## Education Resources

### School holiday Dates Session 2023/2024

Break	Holiday dates		
<b>First Term</b>	<b>Teachers In-service</b>	<b>Monday</b>	<b>14 August 2023</b>
	<b>In-service day</b>	<b>Tuesday</b>	<b>15 August 2023</b>
	Pupils return	Wednesday	16 August 2023
September Weekend	Closed on Re-open	Friday Tuesday	22 September 2023 26 September 2023
October Break	Closed on Re-open	Monday Monday	16 October 2023 24 October 2023
	<b>In-service day</b>	<b>Monday</b>	<b>13 November 2023</b>
Christmas	Closed on Re-open	Monday Monday	25 December 2023 8 January 2024
<b>Second Term</b>			
February break	Closed on	Monday & Tuesday	12 February 2024 13 February 2024
	<b>In-service day</b>	<b>Wednesday</b>	<b>14 February 2024</b>
Spring break/Easter	Closed on Re-open	Friday Monday	29 March 2024 15 April 2024
<b>Third Term</b>			
	<b>In-service day</b>	<b>Thursday</b>	<b>2 May 2024</b>
Local Holiday	Closed	Monday	6 May 2024
Local Holiday	Closed on Re-open	Friday Tuesday	24 May 2024 28 May 2024
Summer break	Close on	Wednesday	26 June 2024
Proposed in-service days	15 & 16 August 2024		

#### Notes

- ♦ Good Friday falls on Friday, 29 March 2024
- ♦ *Lanark schools will close Thursday, 6 June 2024 and Friday, 7 June 2024*
- ♦ Schools will close at 2.30pm on the last day of terms 1 and 2 (Friday, 22 December 2023 and Thursday, 28 March 2024)
- ♦ Schools will close at 1pm on the last day of term 3 Wednesday 26 June 2024)  
\*Two in-service days proposed 15 & 16 August 2024.



## Appendix A

This annex gives a list of useful information and the links to the content is now available from the Council's website by accessing the following link

[http://www.southlanarkshire.gov.uk/info/200186/primary\\_school\\_information/1264/curriculum\\_for\\_excellence/3](http://www.southlanarkshire.gov.uk/info/200186/primary_school_information/1264/curriculum_for_excellence/3)

The list is not intended to be exhaustive and authors may wish to consider additional sources of school, local and national information, material and resources.

### Contact Details

Education Scotland's Communication Toolkit for engaging with parents

The Scottish Government guide Principles of Inclusive Communications provides information on communications and a self-assessment tool for public authorities

Choosing a School: A Guide for Parents - information on choosing a school and the placing request system

A guide for parents about school attendance explains parental responsibilities with regard to children's attendance at school

### Parental Involvement

Guidance on the Scottish Schools (Parental Involvement) Act 2006 provides guidance on the act for education authorities, Parent Councils and others

Parentzone provide information and resource for parents and Parent Councils

National Parent Forum for Scotland; [www.npfs.org.uk](http://www.npfs.org.uk)

### School Ethos

Supporting Learners - guidance on the identification, planning and provision of support

Journey to Excellence - provides guidance and advice about culture and ethos

Health and wellbeing guidance on healthy living for local authorities and schools

Building Curriculum for Excellence Through Positive Behaviour and Relationships outlines the Scottish Government's priority actions around positive behaviour in schools and is also a source of support

Scottish Catholic Education Service's resource 'This is Our Faith' which supports the teaching and learning of Catholic religious education

### Curriculum

Information about how the curriculum is structured and curriculum planning

Information about the outcomes a learner can expect to experience and achieve across literacy, numeracy and health and wellbeing, as well as the 8 curricular areas

Advice, practice and resources to support the experiences and outcomes on literacy, numeracy and health and wellbeing

Broad General Education in the Secondary School – A Guide for Parents and Carers



Information on the Senior Phase

Information on Skills for learning, life and work

Information around the Scottish Government's 'Opportunities for All' programme

Information for organisations responsible for the planning, management and delivery of career information, advice and guidance services

The Skills Development Scotland website 'My World of Work' offers a number of tools to support career planning

### **Assessment and Reporting**

Building the Curriculum 5: a framework for assessment provides guidance around the assessment framework

Information about Curriculum for Excellence levels and how progress is assessed

Curriculum for Excellence factfile - Assessment and qualifications

Information on recognising achievement, reporting and profiling

The Scottish National Standardised Assessment- in Scotland, pupils in P1, P4, P7 and S3 complete online standardised assessments in literacy and numeracy as part of their everyday learning and teaching.

### **Transitions**

Curriculum for Excellence factfile - 3-18 Transitions - provides information on the transitions children and young people will face throughout their education and beyond

Career Information, Advice and Guidance in Scotland - A Framework for Service Redesign and Improvement provides guidance on career information, advice and guidance strategy

Choices and changes provides information about choices made at various stages of learning

The Additional support for learning page provides links to relevant legislation and guidance, including the arrangements that should be in place to support pupils with additional support needs

Supporting Children's Learning Code of Practice includes specific requirements on education authorities and others under the new legislation in relation to transition

Enquire is the Scottish advice service for additional support for learning

Parenting Across Scotland offers support to children and families in Scotland



## **Support for Pupils**

The Additional support for learning page provides links to relevant legislation and guidance, including the arrangements that should be in place to support pupils with additional support needs

Information about the universal entitlement to support that underpins Curriculum for Excellence

Supporting Children's Learning Code of Practice (Revised edition) - provides Statutory guidance relating to the Education (Additional Support for Learning) (Scotland) Act 2004 as amended

Getting It Right For Every Child and Young Person, is essential reading for anyone involved or working with children and young people, including practitioners working in adult services with parents and carers

## **School Improvement**

Scottish Schools Online - provides a range of school information, including contact details, school roll, facilities, website, inspection reports

Education Scotland's Inspection and review page provides information on the inspection process

Scottish Credit and Qualifications Framework (SCQF)

Scottish Qualifications Authority provides information for teachers, parents, employers and young people on qualifications

Amazing Things - information about youth awards in Scotland

Information on how to access statistics relating to School Education

## **School Policies and Practical Information**

National policies, information and guidance can be accessed from the Scottish Government website on [www.gov.scot](http://www.gov.scot)