



Education Resources



St Charles Primary School Handbook 2020



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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.

1. Introduction

St. Charles' Primary new school building opened on Thursday 9th June 2011 to provide education for the children in the age range of four and a half to eleven plus who live in Newton, Westburn, Drumsagard and the surrounding area. We are having a 5 classroom extension build, which is due for completion in August 2020.

As Catholic educators we work in partnership with parents, the parish and the community to encourage Christian attitudes, a sense of responsibility towards our neighbours and a firm personal commitment to the Catholic Church.

St.Charles' Primary is a school which is striving towards excellence. We are committed to developing responsible citizens, effective contributors, successful learners and confident individuals. Our mission is to establish a well-balanced, varied curriculum in a happy caring environment which will enable all children to develop intellectually, emotionally, spiritually and socially.

The Staff of St.Charles' Primary School are committed to making every child happy and secure in school and this principle underlines our programmes for learning and teaching and all our activities.

If, at any time, you find that this is not the case and you have concerns about your child, please do not hesitate to contact me immediately.

We are here to help.

I hope you find this handbook informative. If you require any further information, please contact the school, where we will be only too willing to assist you.

You are welcome to visit and help us at any time.

Mrs Margaret Harris
Head Teacher



VISION, VALUES AND AIMS



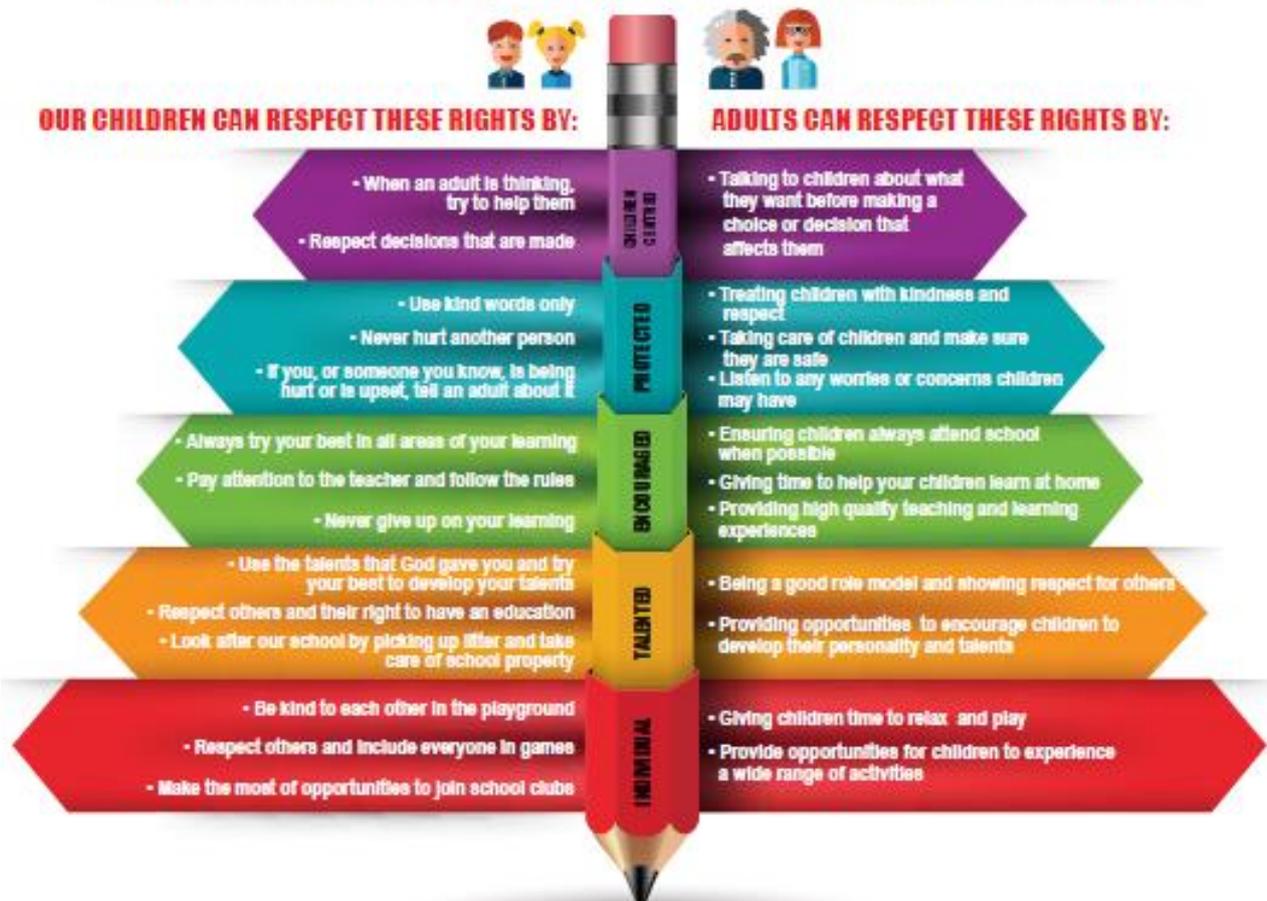
The core values of St Charles have been created by the parents, pupils and staff based on articles of the United Nations Convention on the Rights of the Child.



OUR CHILDREN CAN RESPECT THESE RIGHTS BY:



ADULTS CAN RESPECT THESE RIGHTS BY:





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.

2. School Information

Name of School:	St. Charles' Primary
Address:	Harvester Avenue Newton Cambuslang G72 7UG
Tel. No:	0141 641 1483
Fax:	0141 641 9320
E mail:	gw14stcharlesoffice@glow.sch.uk
Website:	http://www.st-charles-pri.s-lanark.sch.uk
Twitter :	@StCharlesNewton
Facebook:	St Charles Primary School, Newton
School App	St Charles Primary School, Newton

Present Roll: 303

Parents should note that the working capacity of the school may vary, dependent on the number of pupils at each stage and the way in which the classes are organised.

Stages Covered: Primary 1 – Primary 7

Denominational Status: Roman Catholic, Co-Educational

School Staff

Head Teacher Mrs. Margaret Harris

Depute Head Teacher Mrs Karen Milne

Depute Head Teacher Mrs Alison Gallagher

Principal Teacher 2 Mr James Kane

Teachers

Primary 1	Mrs Gillies & Miss Gallagher
Primary 1/ 2	Mrs Campbell & Mrs Duffy
Primary 2	Mrs Murray & Mrs Thomson
Primary 2 / 3	Mrs Friel & Mrs Hewitt
Primary 3	Mrs Thomson & Miss Anderson
Primary 4 A	Mr Kane & Mr White
Primary 4 B	Mr Blair
Primary 5	Mrs Cummings
Primary 5 / 6	Mrs Starrs & Mrs Hurley
Primary 6	Miss McLaughlin
Primary 6 / 7	Mrs Donnelly
Primary 7	Miss Lubanski
CCC Teachers	Miss Deeny / Mrs Thomson

School Assistants

Mrs K. Doherty
Mrs C Easton
Mrs A Gilroy
Mrs S Mackle
Mrs L Paterson
Mrs R.Rusk

Janitor

Mrs McNally

Dining Attendants

Mrs. Dunn

Mrs Collins Mrs Doyle

Mrs Sutherland Mrs Crawley

Cleaners

Miss R McAlpine

Mrs A Collins

Mrs J Murphy Mrs Sutherland

Mrs K O'Rourke

Parent Council

Chairperson

Mrs Neilson

Secretary

Mrs Fleming

Attendance at School

It is important for the school to work with parents in encouraging all children to attend school.

All absences from school are required by law to be recorded.

Absences will normally fall under two categories – authorised or unauthorised absence.

In cases where your child is unable to attend school parents are asked to:-

- if you know in advance of any reason why your child is likely to be absent from school, please tell someone at the school, telephone us or let us know in writing. Please also give your child a note on his/her return to school, telling of the reason for absence;
- notify the school first thing in the morning when your child is going to be absent. Let the school know the likely date of return and keep them informed if the date changes;
- inform the school of any change to the following :-
 - home phone number
 - mobile number
 - emergency contact details
- requests for your child to be absent from school to make an extended visit to relatives must be made in writing to the head teacher, detailing the reason, destination and duration of absence and arrangements for their continuing education. On these occasions the pupil will be marked as an authorised absentee in the register.



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

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 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.

To find out more on how to be a parent helper, or a member of the Parent Council and/or the Parent Teacher Association just contact the school or visit our website.

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

Parentzone – www.parentzonescotland.gov.uk

Engage Parent Forum – www.engageforeducation.org

National Parent Forum for Scotland – www.educationscotland.gov.uk/parentzone

South Lanarkshire Council – www.southlanarkshire.gov.uk

4 .School Ethos

In St Charles' Primary School we 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.

Our values are based on the Gospel values we hold and a belief in the qualities, skills and talents of our whole school community

We have an active and engaged Parent Council who support the school in many ways including in fundraising. Our local community is interested in school involvement and we have developed strong links with St Bride's and St Cadoc's Parish groups and Project 31, Explore Learning, Friends of Cambuslang Park, Revolve, Taylor Wimpey business and Early Years Scotland. We are part of the Trinity Learning Community and we have developed strong links with local schools. We work very well with all nurseries and Trinity High secondary to ensure that smooth transitions are planned for.

Parental Consultation

At St Charles' Primary we regularly seek the views and opinions of our parents/ carers. Below are a few quotes from our last consultation.

- Creates a balance between serious learning and fun activities.
- Teaches moral values
- They try to do their best they can in terms of developing children and helping them to achieve their potential
- Gives appropriate information and onboard for parents with questions
- All teachers know children as individuals
- They try to improve schooling
- Brilliant technology my child is learning loads and can talk to her dad about it. Doing a great job
- Making parents feel welcome within the setting.
- The school encourages the children to work to the best of their ability and rewards good behaviour
- The school does well in all you do.
- My children are happy and learning well
- Delighted with how comfortable my child feels at school and how his confidence has grown
- Friendly approachable staff
- Recognises pupil achievements outwith school
- Loads of things Confidence building in children, teacher/ pupil interaction, topics, fundraising etc.
- My child loves coming to school and we love the friendly atmosphere, everyone is very approachable
- Think Masses at school are lovely to see, especially all children and teachers also afterschool clubs etc. Great
- My child feels very safe at school and enjoys the various activities that the school provides
- Head teacher and teachers are welcoming and children respond well to them

Home/ School /Community Links

St Charles' Primary recognises that good teamwork among parents, children and schools is the key to a successful education for your child. We, therefore welcome any comments or additional information from parents to help us provide the best possible education for your child.

Throughout the session, a Standards and Quality Report is issued and monthly newsletters are sent home to inform parents of events taking place in the school.

Parents are encouraged to volunteer to help in the classes, activities and outings
The school enlists the services of the library resource centre and the community police,
Cambuslang Credit union, St Vincent De Paul are welcome visitors to the school.

Towards A Safer School

St. Charles' Primary School places a strong emphasis on pupil safety and parents may wish to know that an adult presence is provided in playgrounds at break times in terms of the Schools (Safety and Supervision of Pupils) (Scotland) Regulations 1990.

5.The Curriculum

Curriculum for Excellence is the name given to the new 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 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 21st century.

In taking this forward our school will work closely with South Lanarkshire Education Resources and other services to enable Curriculum for Excellence to be fully embedded, ensuring 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 curriculum areas are as follows:

- Expressive arts
- Languages and literacy
- Health and wellbeing
- Mathematics and numeracy
- Religious and moral education
- Science
- Social studies
- Technologies

If you want to know more about Curriculum for Excellence, please visit website <http://www.educationscotland.gov.uk/thecurriculum/> or 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.

Within St. Charles' Primary School the children's progression and development is based upon the educational experiences and outcomes of a 'Curriculum for Excellence. This curriculum provides an overview of relevant, active learning experiences from an Early Level to Senior Level.

It maps out the progression in the development of knowledge and skills from the Nursery to Secondary sector of education, Nursery to S6, at secondary school.

The Curriculum for Excellence encompasses four values:

- Wisdom
- Justice
- Compassion
- Integrity

There are four purposes of the Curriculum for Excellence. This national syllabus has been adopted within St. Charles' Primary School to ensure that our children become

- Successful learners
- Confident individuals
- Responsible citizens
- Effective contributors



St. Charles' Primary School embrace the seven principles of the 'Curriculum for Excellence' by providing ~

- challenge and enjoyable learning experiences, motivating the children to continually achieve high standards and learning becomes a life-long experience for them.
- a broad curriculum, which affords the opportunity for the children to experience eight curricular areas
- progression, ensuring that the children's development is continuous taking account of what they know and what they would like to find out
- depth,
- personalisation and choice,
- coherence,
- relevance



Language and Literacy

Although the skills of Reading, Writing, Talking and Listening are developed across all eight curricular areas, Support Resources exist within the School. These resources assist with progression and reinforcement of these communication skills at a pace suitable to the needs of each child.



Reading :

Primaries One – Three
Primaries four – Seven

Story World
Literacy World



Talking and Listening : Learn to Listen/ Listening Skills

Writing : Story / Literacy World
Social studies
Science Experiments

Modern Languages: Within St. Charles' Primary School, Spanish is the modern language experienced by Primary One to Primary Seven pupils.

Mathematics and Numeracy

In Mathematics and Numeracy, we provide the children with the opportunity to develop and enhance their skills in Number, Money and Measure, Problem Solving, Shape, Position and Movement and Information Handling. Although Mathematics and Numeracy is taught in a relevant and practical manner, it is, also, cross-curricular in nature. However, support materials are used, when and where necessary, to ensure continuity and progression. The support materials used for Mathematics and Numeracy in St. Charles's Primary School is Scottish Heinemann Mathematics, which is used throughout the 'whole' school. This resource provides practical, discussion situations, which require active participation from the children and is used to provide variety and continued stimulation.

Social Studies

Children are given an opportunity to learn about History (People in the Past), Geography (People in Place), the World Around Them and to further develop their Knowledge and skills through this area of the curriculum. The approach adopted may be a topic-based one, which provides opportunities to develop and reinforce social, physical and intellectual skills, and provides links with other areas of the curriculum. Through this approach, children will develop a greater awareness, understanding and appreciation of the world and the society in which they live.



Expressive Arts

Expressive Arts is used to describe the curricular areas of Music, Art and Drama.

Music : The learning experiences and outcomes in the area of music provide progression in singing, musical notation, the use of 'pitched / non-pitched' instruments and some opportunities for creative work. Many of these experiences are related to other curricular areas. To allow the children to become familiar with some famous composers, a series of CD's are made available for children to listen to.



Art: The children follow a sequential programme of development from Primary One to Primary Seven. Some of the elements covered are painting, drawing, collage and craft work.

A variety of materials and techniques are adopted to allow the children to use this curricular area as an important mode of self-expression. As part of their experiences in Art, the children learn about the work of famous artists.

Drama : Progression in Drama skills is ensured by the use of educational experiences and outcomes from the Curriculum for Excellence. Drama is experienced, at all stages both as an end in itself and as a tool to develop and explore ideas in other curricular areas. All children are involved in performing on stage, at least, once a year.



Health and Well being



St. Charles' Primary is a Health Promoting school and we have a very active Health / ECO Committee, who have achieved silver award status.

Health education permeates the whole curriculum and there is a wealth of resources to enhance the teaching outcomes within a curriculum for excellence.

Physical Education

All classes follow a programme of learning experiences and outcomes which includes Games Skills, Gymnastics, Dance and Active Health. Children from Primary Five attend swimming lessons for a ten week block each year and Primary Six pupils attend a six week block of basketball. In consultation with our Active Health Co-ordinator, we provide a variety of active sports rugby, 'new age' curling, judo, 'groovy movers' football, netball, athletics, taekwondo and 'Walk to School' weeks.



Technologies

Progressive programmes of study are in place for all stages for both technology and I.C.T. St. Charles' has an up to date computer suite, complete with 16 computers. Each classroom also has the use of laptops to enhance teaching and practice skills. A wide range of software and other I.T. equipment is available to enhance teaching and learning



Sciences

All children follow a progressive programme for Science linked to the outcomes in a Curriculum for Excellence and where possible this is linked to other areas of the Curriculum to make the learning more relevant. A wide variety of resources are available for each stage and topic.

Homework

The purpose of homework is to help consolidate new work or to give practice in areas where difficulties are being experienced.

A great deal of concentrated work is done in school and therefore homework is kept to a minimum. Care will be taken to select tasks which can be done in a short time and are within the child's prowess.



Homework will not always be written but may take the form of talking to adults at home, finding information from a newspaper or the television, drawing a picture, reading for information, etc. The teacher will try to ensure that the child appreciates the need for these assignments and understands their purpose.

Parents can help the teacher by giving support and encouragement to the child, by overseeing the work and by ensuring it is done carefully and neatly.

When no formal homework is prescribed, parents should encourage their child to spend some time reading either their reading book or a library book.

Extra-Curricular Activities

When possible, facilities are provided for the following activities – football, netball, rugby, cheerleading/dance, chess, art and computing.

Pupils are also encouraged to enter local festivals and competitions.

The children participate fully in school concerts and Christmas parties are a feature of the social life of the school.



Educational outings are organised to enhance the topics being taught at each stage and take place throughout the school year. Pupils are also given the opportunity to go on Religious Retreats, as part of their preparation for receiving the sacraments.

When opportunities arise, theatre companies are invited into the school to perform for the children.

Throughout the year the children contribute generously to SCIAF and raise funds for charity

Spiritual, Social, Moral and Cultural Values

Religious Observance

Religious education and observance play an important role in the life of the school.

The school and parents, together with the clergy are responsible for the religious education of the children teaching them the foundations of their Faith with emphasis on the loving care of the Father.

Parents are expected to ensure that their children celebrate Mass on Sundays and Holy Days of Obligation and receive the Sacraments.

During term time the staff and pupils celebrate Mass on various occasions.

In Primary 3 the children are instructed to receive the Sacrament of Reconciliation. A workbook, specially written is used and parents are expected to work with the children using this book.

In Primary 4, the children are prepared to receive their First Holy Communion. A workbook, specially written is used and parents are expected to work with the children using this book.

In P7 or P6 the children are instructed to receive the Sacrament of Confirmation. A workbook, specially written is used and parents are expected to work with the children using this book.

Both Parish Priests from St Bride's and Cadoc's Churches visit the school instructing the children and giving advice and help to the teachers.

God's Loving Plan (Sex and Moral Education) is taught at various times at each stage of the school.

Rights of Parents / Carers

Scottish Government Ministers consider that religious observance complements religious education and is an important contribution to pupils' development. It should also have a role in promoting the ethos of a school by bringing pupils together and creating a sense of community.

There is a statutory provision for parents to withdraw children from participation in religious observance. This right of parents' wishes will be respected.

Where a child is withdrawn from religious observance, schools will make suitable arrangements for the child to participate in a worthwhile alternative activity.

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.

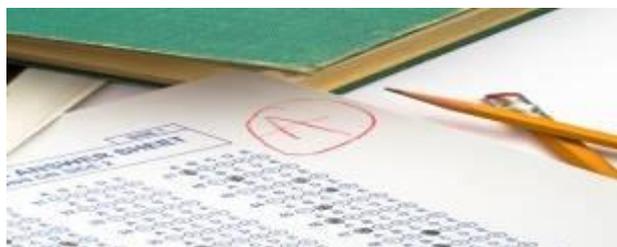
St Charles Roman Catholic School

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 feast, chaplains will lead school communities in the celebration of Mass and other forms of liturgical celebration.

6 .Assessment and Tracking Process

Assessment and tracking process is an integral part of the teaching and learning process and a continuous process of assessment is used throughout St. Charles' Primary School to measure pupils' progress. The school has a structured policy on assessment for all curricular areas in operation by all members of Staff. We, also, involved the children in the evaluation and assessment process. We encourage both self and peer evaluations in assessment procedures.



Diagnostic tests are, also, used and these help us to structure programmes of work for children, especially where a child is experiencing difficulty coping with activities previously set. In instances where the difficulties are more 'deep-rooted', we will secure the help of Psychological Services to provide the most suitable learning experiences and outcomes. This will only be carried out in full consultation with Parents.



Forward Planning is continually reviewed to ensure that learning experiences and resources used are appropriate to meet the needs of your child (ren). A variety of teaching and learning methods are adopted and children are encouraged to actively participate in their own learning.

To enable us, to constantly strive for excellence, within St. Charles' Primary School, Staff are encouraged to participate in their own professional development. This enables us to keep abreast of new developments and initiatives in all curricular areas.

7. Reporting

St Charles' Primary 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, Snap Shot jotters, Pupil Learning Plans, and ongoing oral discussions. We will provide parents with reports so that you can see what your child is doing and how they are progressing. In addition, there will be parents' meetings which offer you the opportunity to discuss how your child's progressing and how you can contact the school if you wish further information. The school will offer you an appointment time so that you can visit in person to discuss your child's education.

Our 'pupil 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.

We welcome any comments or additional information from parents to help us provide the best possible education for your child.



8 .Transitions

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 and on events designed to let P7 children visit the secondary school, meet up with other P7 children from other schools so that the transition period is as smooth as possible.

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 on **0303 123 1023**.

9. Support for Pupils

Getting it right for every child.

Getting it right for every child is a partnership commitment to ensure that your child has the best possible start in life, based on a shared understanding of their wellbeing. Most of the time, most children get all of the support they need from their families, with help from universal education and health services. When needed, the named person in education can offer help and support to children and families to make sure that the child's wellbeing is developing and that any issues are being addressed.

If you have any concerns about your child's wellbeing, you can speak to the named person who will work with you to ensure that your child gets the right help from the right person at the right time. 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.girfecinlanarkshire.co.uk and www.scotland.gov.uk/gettingitright

Support for All (Additional Support Needs)

GIRFEC promotes key values in working with children and their families across all agencies and is based on core components, which will help, bring these values about.



The programme calls for all workers in health centres and hospitals, nurseries, schools and leisure centres, family centres, social work services and housing offices, and in the community to work together towards changes in culture, systems and practice that will help all children and young people to grow, develop and reach their full potential.

In the event of a child having difficulty with work, parents will be advised timeously and, if necessary, the child will be withdrawn from class for a short period to ascertain the difficulty. Thereafter a programme of work will be drawn up to remedy the problem as far as possible.

If this does not show results, the Head Teacher, after consultation with the parents, will seek the help of the Area Support Team or the Educational Psychologist.

Regular meetings will be held to keep the parents informed of developments.

For children with more severe learning difficulties, Additional Support Plans will be devised. These provide a more detailed report of the child's needs and ensure a structured programme of work, suitable to his/her particular needs, is being followed.

Our school is given support from the Learning Support Team one day per week. As well as supporting individuals, help is also provided in a group/class situation to organise programmes of work.

South Lanarkshire Education Resources have published a series of leaflets available, which cover information for parents and carers about the Additional Support for Learning Acts.

In keeping with duties set out in the Education (Additional Support for Learning) (Scotland) Act 2004 (as amended) the guidance states that handbooks should specifically mention Enquire, the Scottish advice service for additional support for learning.

Enquire is funded by the Scottish Government to provide information on the framework for supporting children who require additional support for learning and to encourage positive partnerships between families, schools and local authorities to ensure children get the right support.

Enquire – the Scottish advice service for additional support for learning

Enquire offers independent, confidential advice and information on additional support for learning through:

Phone Helpline: 0345 123 2303

Address : Enquire
Children in Scotland
Rosebery House
9 Haymarket Terrace
Edinburgh
EH12 5EZ

Email Enquiry service: info@enquire.org.uk

Advice and information is also available at www.enquire.org.uk

Enquire provides a range of clear and easy-to-read guides and fact sheets including the parents' guide to additional support for learning.

If you would like to order our leaflets, postcards or guides to share with parents and carers of pupils in your school, please contact us on info@enquire.org.uk

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 was launched in March 2019 and supports the action in the Getting It Right for Every Child in South Lanarkshire's Children Services Plan 2017-20 – 'Develop an attachment strategy and to inform training for staff working with early years to secondary aged children and young people on attachment-informed 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 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 parents/carers, which aim to share information on attachment theory and on how this can inform the ways in which we support children and young people.

These are available from schools and we have plans to make them available on-line.

10. School Improvement

Our School's Strengths

- Children's performance and broader achievement across the curriculum,
- The contribution of the whole school community to ensuring that all children learn and achieve.
- Staff's enthusiasm for working together to improve children's learning experiences.
- The active engagement of all staff in taking lead roles in improving children's learning experiences.
- The school's commitment to the care and welfare of its pupils and its promotion of healthy living.
- Strong links with the St. Bride's and St Cadoc's Church
- Effective partnerships with parents and the wider community, including the work of the home school partnership worker.
- The school's support for vulnerable pupils and their families.
- The celebration of pupils' achievements

What We Achieved Last Session

We have had another very busy and productive session. Children at all stages continued to receive a broad, balanced and well-planned curriculum in line with Curriculum for Excellence.

All classes did their bit for charity raising impressive amounts of money for SCIAF, collecting backpacks for Mary's Meals and shoes boxes for the Blythewood Square Trust.

Everyone (including the teachers) enjoyed dressing up for a delayed World Book Day in April and sharing favourite stories with each other.

Some highlights were the primary 1 and primary 1 / 2 class learned about chicks and they very excited with the new arrivals in the class .Primary 6 pupils working with EDT on their STEM day. The Big Coffee Morning fundraiser for McMillian Hospice was a very well supported by the local community parents and carers. Safety week saw Simone the Zebra visit Pr1 and 2 to help the children learn about road safety. Primary 6 /7 outing to the Clydebank Museum as part of their Blitz topic was a great success.

The ever-popular Nativity play performed by P1, the Christmas Songs and Carols sung by Pr 2 to 5 had the audience joining in and this year's performance of Cinderella Rockafella was hilarious by P r 6 and 7. Primary 4 recorded and sang a Christmas song for Radio Clyde.

The whole school enjoyed an outing to Rutherglen Townhouse to see Cinderella at Christmas time. P6 organised a Burns celebration in January for our invited guests from St Bride's and St Cadoc's parishes and residents from Flemington Care Home and each class performed a Scottish poem or song to entertain our guests. The Spring term During World of Work Week we had many visitors from Airspace to Radio DJs to Firemen and women came in to share their working skills.

Primary 2 and 3 took part in Rutherglen' Landemer Day flag completion and one of the pupils won and her post will be made into the flag for next year.

Our Family learning project got underway in the summer term. Small groups of children and their parents/ carers worked with staff.

Primaries 5 and 6 went to Whitelees Wind Farm to find out about wind power and how it is helping reduce climate change. Primary 7 visited the Scottish Parliament and they developed their skills in Mandarin and Chinese Knotting and dancing.

Summer trips to the seaside was voted for by almost all pupils where they enjoyed the opportunity to play in the sand, paddle in the water, and enjoy an ice cream cone.

All our children are offered a variety of lunchtime and after school activities free of charge. Up-take and attendance at the clubs is very good.

How We Gathered Evidence to Evaluate Our School

Every year we produce a quality calendar, which details our on-going quality assurance processes; this is attached to our annual School Improvement Plan. As part of our procedures for monitoring school effectiveness, timetabled visits to classes continue to be carried out by the Head teacher and Depute Head Teachers. We also have peer visits, where teachers visit and observe each other to share good practice.

We have used the quality indicators from How Good Is Our School 4 to undertake a broad audit and to update our Standards and Quality report. This helps us to decide on improvement priorities. Parent and carer views are sought through the use of questionnaires, suggestions or comments made.

Pupils' views are also sought using a variety of activities.

This helps us to decide on improvement priorities.

Attainment

Over this session our overall attainment in Literacy, Numeracy and Health and Wellbeing is very good. In all stages we have achieved very good improved attainment as a direct result of our targeted support groups, active, collaborative and outdoor learning approaches. We aim to build on this success and ensure that pupil attainment continues to rise.

Our New Improvement Plan

We write a new improvement plan every session which details the actions we intend to take to improve our school. A full improvement plan is available by asking for a paper copy from the school office.

The following aims outline the areas we will be developing over the next three years.

Three Year Aims

School Improvement Plan 2019 / 2020

We will be looking to improve / develop the following areas:

1. Consolidate raising attainment and consistency of learning and teaching in Pr 1 to 7 Literacy and Numeracy with a focus on evaluating progress across the levels and engagement.
2. Raising attainment in Pr 1 to 7 Literacy Writing with a focus on closing the gap.
3. To establish a play based learning approach in P2 classes, using Leuven Scales to track individual pupil progress, involvement and well-being over the next 2 years
4. To ensure consistency and a shared understanding of what progression looks like across the Learning Community with a focus on Numeracy Moderation (LC Priority)

A variety of consultation meetings and parental views will be sought in planning for future improvement.

11.School Policies and Practical Information

School Meals

Healthy eating is something that the school supports and a range of meals are available at lunchtime that meet the Schools (Health Promotion and Nutrition) (Scotland) Act 2007 and the Nutrient Requirements for Food and Drink in Schools (Scotland) Regulations 2008.

The menu consists of a three course meal, all meals include fresh chilled drinking water, and milk will be available for those pupils entitled to free school meals through the free school meal eligibility scheme at morning break or lunchtime. Milk is also available for purchase to those pupils wishing to buy at morning break and lunchtime. The children also have access to unlimited bread, salad and vegetables to supplement their meal.

Pupils in:

- Primary 1 - 3 receive a free school lunch.
- Primary 4 - 7 meal cost is £1.70

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 £610 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 £6,900 as assessed by the HM Revenues and Customs), Child Tax Credit Only (where your gross annual income does not exceed £16,105 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 lunchtime.

South Lanarkshire Council also offers a free Breakfast service; the service runs from 8.15am to 8.45am each school day.

Allergies

A significant number of children and young people in our schools will have allergies and it is important that parents keep the school fully informed on these matters.

Allergies can present in a variety of ways and can occur at any point in a person's life. Symptoms range from mild to severe. Children and young people known to have an allergy with moderate to severe symptoms will likely have a Health Care Plan drawn up by the NHS. This will detail symptoms and appropriate interventions.

It is vital that parents share this information with the school and continue to provide any updated information.

Where symptoms are mild and a Health Care Plan is not in place, parents should continue to liaise regularly with the school on any new triggers, medications and actions required.

In all cases, our employees need to know your child's symptoms, treatments and any actions required to help prevent exposure to the allergen and minimise the risk of allergic reactions.

Employees in schools will receive training on allergies and will liaise with parents and NHS on any additional specialist training required.

In supporting children and young people with allergies, school employees will operate in accordance with South Lanarkshire Council's Safe Systems of Work / risk assessment and national guidance on the administration of medicines.

School uniform

We ask all parents/carers to support the school by encouraging your child(ren) 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 alike.

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 Charles Primary School Uniform

The school uniform for St Charles' Primary is:

- White shirt / blouse, school tie, grey skirt / trousers
- Green V-neck / cardigan
- Green blazer, school badge.
- Black shoes
- Indoor shoes - gym shoes/ trainers

The dress for P.E. is:

- Red polo shirt
- Green sweatshirt
- Black shorts and gym shoes/ trainers

The uniform with the school logo on the jumpers / jackets is available from BE SCHOOLWEAR at St Enoch's Station opposite the St Enoch's Centre

No child should be taking part in a P.E. lesson wearing shoes that he/she has worn to school. In the interest of hygiene and safety, shoes should be changed.

Parents are requested to mark all school clothes clearly with your child's name for easy identification.

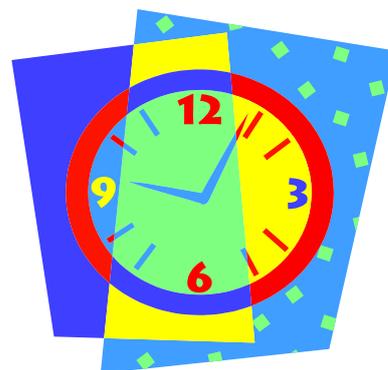
Support for parent/carers

Clothing grant

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

We would encourage families if they are eligible to apply for these benefits.

Applications can be made online at 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

School Hours

1st Session	9.00a.m.	-	10.30a.m.
Interval	10.30a.m.	-	10.45a.m.
2nd Session	10.45a.m.	-	12.15p.m.
Lunch	12.15p.m.	-	1.00p.m.
3rd Session	1.00p.m.	-	3.00p.m.

When the weather is inclement the doors are opened at 8:45a.m. to allow entry to the school.

Wet Intervals/Lunch Time:

The children remain in the classroom. Senior pupils are allocated as monitors to each room to ensure that the children remain in their seats.

The Janitor, Support staff and promoted members of staff supervise the children.

School Year 2019-2020

The school year runs from August 2017 to June 2018.

A complete list of school terms and holidays can be found at the back of this handbook. Parents are asked to note them, particularly when booking holidays, to ensure that your child does not miss out on schooling.

See attached list showing school holiday dates.

Enrolment- how to register your child for school

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. Forms are available from the SLC website – www.southlanarkshire.gov.uk, schools, Q and A offices or by contacting Education Resources, Almada Street, Hamilton, phone **0303 123 1023**. Completed forms should be returned as soon as possible to Education Resources, Almada Street, Hamilton ML3 0AE.

Enrolment date for 2016 is week commencing 13 January 2020.

Dates and times for enrolment are advertised in the local press. Parents are also notified by circular letter and an announcement is made in St. Bride's and St Cadoc's Church at all Sunday Masses.

If published dates are unsuitable, alternative arrangements may be made by contacting the Head Teacher to make an appointment.

In all cases parents are requested to bring Birth Certificate and two proofs of residency e.g. Utilities bill, bank statement and Baptismal certificate if appropriate.

The children and their parents will be invited to visit the school during May/June. This provides an opportunity for the parents and pupils to meet the school staff.

Transport

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 obtain an application form from the school or Education Resources, Hamilton, phone **0303 123 1023** or web www.southlanarkshire.gov.uk. 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 paid 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. For more information on school transport contact Education Resources phone **0303 123 1023**.

(ii) 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.

For St Charles' Primary, a bus departs daily from Drumsagard's top bus stop at 8.40 /8.45 am and at the bottom bus stop. The West Farm Avenue bus departs daily at 8.40 /8.45 am. Both buses return the pupils to the same points after the 3 p.m. dismissal.

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

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 Relations and understanding Distressed 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 are required to receive an annual update and follow the advice and guidance contained within the Education Operating Procedures.

All staff must also complete a Learn on Line Course "Child Protection in Education".

The vision for children and their families in South Lanarkshire is to ensure that they live in a community where they are safe, healthy, active, achieving, respected, responsible and included. They should be part of a society where they have the opportunity to maximise their full potential and have access to good health care, education and leisure services. In order to achieve, South Lanarkshire's children's services and its partners will work jointly to support children, young people and their families and are committed to continuously improve our services to ensure children, young people and their families get the support that is appropriate for them.

The Chief Officers and Child Protection Committee are the driving force for ensuring that agencies individually and collectively work to protect children and young people as effectively as possible.

The Council has a duty in law to report any suspicions that a child has been abused or is at risk of harm, abuse or neglect. Therefore, Council staff have a professional and contractual obligation to report concerns to the head of establishment or the child protection coordinator immediately.

Education Resources staff and visitors from other agencies and services are required to follow these Child Protection Procedures to protect and support children and to fulfil their professional obligations to report all allegations or suspicions of child abuse.

For more information, or if you 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 information for parents/carers on how to help ensure their child is safe. The website is 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, and 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 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 or email 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

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.

- When 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 you wish to participate in activities or support for young people through our youth centres, or through adult learning programmes within the community, we will also ask for your personal information to support your application. This may include information about family circumstances or medical conditions.

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:

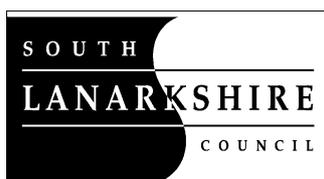
As an education authority and as part of our statutory function in accordance with our legal obligations we will share information with other bodies or parts of the Council, including:

- 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;
- 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).

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.



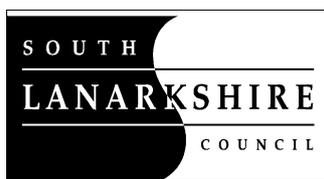
Education Resources

School holiday Dates Session 2019/2020

Break	Holiday dates		
First Term	Teachers In-service	Tuesday	13 August 2019
	In-service day	Wednesday	14 August 2019
	Pupils return	Thursday	15 August 2019
September Weekend	Close on Re-open	Thursday Tuesday	26 September 2019 1 October 2019
October Break	Close on Re-open	Friday Monday	11 October 2019 21 October 2019
	In-service day	Monday	18 November 2019
	In-service day	Tuesday	19 November 2019
Christmas	Close on Re-open	Friday Monday	20 December 2019 6 January 2020
Second Term			
	In-Service day	Friday	7 February 2020
February break	Closed on	Monday and Tuesday	10 February 2020 11 February 2020
	In-service day	Wednesday	12 February 2020
Spring break/Easter	Close on Re-open	Friday Monday	3 April 2020 20 April 2020
Third Term			
	In-service day	Thursday	7 May 2020
Local Holiday	Closed	Friday	8 May 2020
Local Holiday	Close on Re-open	Thursday Tuesday	21 May 2020 26 May 2020
Summer break	Close on	Wednesday	24 June 2020
Proposed in-service days	Tuesday 11 August 2020 and Wednesday 12 August 2020 Pupils return Thursday 13 August 2020		

Notes

- ◆ Good Friday falls on Friday, 10 April 2020
- ◆ *Lanark schools will close Thursday, 11 June 2020 and Friday, 12 June 2020*
- ◆ Schools will close at 2.30pm on the last day of terms 1 and 2 (Friday, 20 December 2019 and Friday, 3 April 2020)
- ◆ Schools will close at 1pm on the last day of term 3 Wednesday, 24 June 2020



Education Resources

School holiday Dates Session 2020/2021

Break	Holiday dates		
First Term	Teachers In-service	Tuesday	11 August 2020
	In-service day	Wednesday	12 August 2020
	Pupils return	Thursday	13 August 2020
September Weekend	Close on Re-open	Thursday Tuesday	24 September 2020 29 September 2020
October Break	Close on Re-open	Friday Monday	09 October 2020 19 October 2020
	In-service day	Monday	16 November 2020
Christmas	Close on Re-open	Tuesday Wednesday	22 December 2020 6 January 2021
Second Term			
February break	Close on Closed on	Friday Monday and Tuesday	5 February 2021 8 February 2021 9 February 2021
	In-service day	Wednesday	10 February 2021
Spring break/Easter	Close on Re-open	Thursday Monday	1 April 2021 19 April 2021
Third Term			
Local Holiday	Closed	Monday	3 May 2021
	In-service day	Thursday	6 May 2021
Local Holiday	Close on Re-open	Thursday Tuesday	27 May 2021 1 June 2021
Summer break	Close on	Thursday	24 June 2021
Proposed in-service days	Tuesday 10 and Wednesday 11 August 2021 Pupils return Thursday 12 August 2021		

Notes

- ◆ Good Friday falls on Friday, 2 April 2021
- ◆ *Lanark schools will close Thursday, 10 June 2021 and Friday, 11 June 2021*
- ◆ Schools will close at 2.30pm on the last day of terms 1 and 2 (Tuesday, 22 December 2020 and Thursday, 1 April 2021)
- ◆ Schools will close at 1pm on the last day of term 3 Thursday, 24 June 2021.

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

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

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 fact file - 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 on the following:

Education

Health

Young People

Children (Scotland) Act 1995

Standards in Scotland's Schools (Scotland) Act 2000