



***Blacklaw Primary School Handbook
Information
(January 2022)***

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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 by the Head Teacher

Welcome from the pupils and staff of Blacklaw Primary School.

We are delighted that you are considering our school for your child's education. We hope this will be the beginning of a positive and long-lasting relationship between home and school, from which your child will benefit.

Blacklaw Primary opened in 1969 and over the past 53 years we have gained a reputation for providing a quality education through a broad-based curriculum, delivered by a team of highly committed professional staff using the most appropriate of resources and teaching methodologies. We have a very happy, caring and friendly atmosphere in our school and everyone works hard to foster and maintain the school's warming, caring and welcoming ethos. We hope you will recognise this on your first visit.

We are determined to equip our pupils for life in the 21st Century in a supportive and sensitive manner. Using a Curriculum for Excellence, we aspire to guide all our pupils towards being Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors.

I look forward to sharing the school's targets and achievements with all those associated with Blacklaw Primary School.

You are most welcome to visit our school and any new parents are most welcome to come and see around the school. Please also contact the school if you would like any further information.

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) COVID-19 – Keeping children, young people, and staff safe

At the time of publication, the Scottish Government and Public Health COVID-19 guidance continues to apply to schools and educational settings until further notice.

On the 19 October 2021 the Scottish Government announced that the existing COVID-19 safety mitigations in schools and educational settings are to remain for now, following the advice from senior clinicians. It is worth noting that whilst for the general public a number of areas have changed in light of the roll-out of the vaccination programme, there continues to be restrictions in place for schools and educational settings. The public health message is that the safety of children and young people and all education staff, remains the overriding priority. Secondary aged pupils are expected to wear face-coverings and to undertake twice weekly lateral flow tests.

Our main focus remains on learning, teaching and the health and well-being of all learners. Schools/nurseries are adapting their ways of working and outdoor events can now take place without the restrictions that apply indoor. We have infection control procedures in our schools such as, hand sanitisation when you arrive and leave, and by washing hands regularly has helped to mitigate against the spread of the virus as has the NHS roll-out of the vaccine to those who are eligible.

If there is a positive case involving a child and/or member of staff at the school then we will let you know by providing you with letter from NHS Public Health which lets you know what you need to do.

There are still restrictions on who can visit schools, including parents/carers. In effect, parents/carers are not able to attend events that take place during the day in a school/nursery. Where virtual arrangements for parental meetings are already in place and working well, then these will continue to be used.

Assemblies and large gatherings are still not permissible under the current guidance. Schools are therefore asked to consider group sizes as bringing large groups together in educational settings is not advisable.

Some areas of our school may be booked for community events and groups. This is often referred to as a 'Community Let'. Community Lets are allowed out with the school day in line with COVID-19 guidance. If there is an intention to organise events in the evening by a parent group, they are required to make any booking through the community letting procedures as normal. A risk assessment must be undertaken in advance. This is to take account of the mitigations that require to be taken in what will be a confined space, the need for clear access and egress routes, the wearing of face coverings and infection controls, like hand sanitisation.

If a parent group is planning to host an activity then they are asked to be mindful that current restrictions at present still do not enable parents/carers to meet in a large gathering on school premises during the day.

COVID-related mitigations remain under regular review, and the Advisory Sub-Group on Education and Children's Issues and the COVID-19 Education Recovery Group (CERG) continue to work with Ministers to ensure mitigations in schools and educational settings are proportionate and appropriate.

3) About our school

School Name: Blacklaw Primary School
Address: Glen Arroch
St Leonards
East Kilbride
G74 2BP
Phone: (01355) 232064
Fax: (01355) 579855
Website: www.blacklaw-pri.s-lanarkshire.sch.uk
Email: gw14blacklawpsoffice@glow.sch.uk

Present Roll: 200

Maximum Capacity: 300

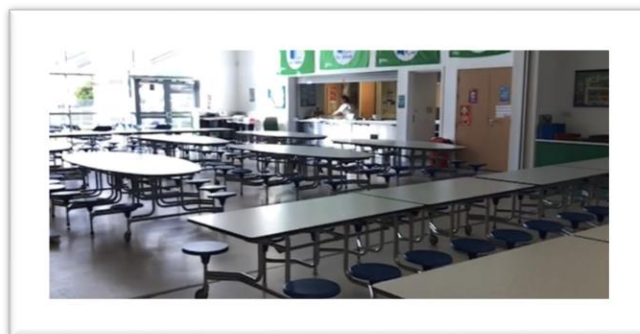
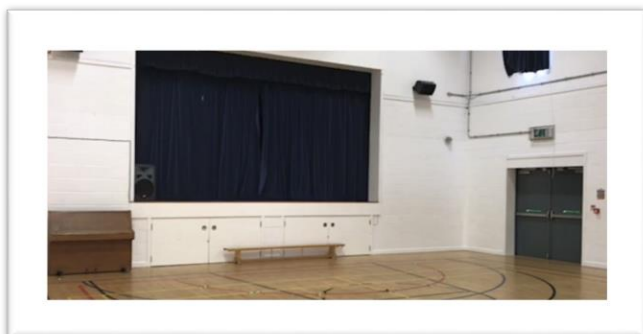


Parents should note that the working capacity of the school may vary, dependent upon the number of pupils at each stage and the way in which the classes are organised. Blacklaw Primary does not provide teaching by means of the Gaelic language.

Stages Covered: Primary 1 to Primary 7

Denominational Status: Non-Denominational

Community Facilities: Assembly Hall/Gymnasium, Dining Hall with separate Kitchen



School Hours (for pupils):

P1 to P7	9:00am	12:15pm
	1:00pm	3:00pm

Interval	10:30am	10:45am
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Lunch	12:15pm	1:00pm
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When it is raining heavily, pupils may come quietly into the school building as they arrive at school and make their way along to the classroom. During spells of inclement weather, children can stay indoors at interval times. Good behaviour on the part of the children is expected on these occasions and they will be supervised by school support staff and Primary 7 buddies.

Teaching Staff

Promoted Staff

All senior promoted staff have areas of responsibility for the whole school as well as aspects of learning and teaching. The following lists name only a few aspects of their work and more information is available.

Head Teacher

Ms Laura Crossan

- To manage the school according to the guidelines laid down by the local authority and the Scottish Government Education Department;
- To ensure the quality and delivery of the 3-18 curriculum; A Curriculum for Excellence
- To track and monitor pupils progress and support staff in raising attainment;
- To provide data as required to the Local Authority and Scottish Government;
- To respond to initiatives which assist with quality improvement;
- To formulate and implement the School Improvement Plan;
- To promote pupil and staff wellbeing;
- To report to parents on the school's achievements;
- To advise the School Parent Council;
- To fully participate in D.S.M (devolved school management of finances);
- To manage Health and Safety matters including personal safety;
- To develop in-service training; staff development and performance review;
- To liaise with associated Secondary, local Primary schools and nurseries;
- To manage the appointment of staff at all levels.

Principal Teacher

Mrs Stephanie Sangray

Main Responsibilities

- To assist the Head Teacher in the smooth running of the school;
- To deputise for the Head Teacher in her absence;
- To give a positive lead in good learning and teaching practices;
- To participate in staff development through term-time and in-service days
- To be responsible for leading and developing school guidelines in various curricular areas;
- To support staff in Review and Development;
- To report to parents;
- To monitor the curriculum and to support staff.

All Other Teaching Staff

Main Responsibilities

- To demonstrate effective classroom practice and provide support for all pupils in their care;
- To continue in developing that good practice;
- To participate in staff development through term time and In-service Days;
- To participate in the implementation of the School Improvement Plan with involvement in chosen curricular areas;
- To ensure the wellbeing of pupils in their care;
- To promote positive behaviour within the school and to support good discipline;
- To raise the school profile in the local community through links with other schools, Pre-5 children and parents;
- To take appropriate responsibility for supporting Students and probationer Teachers;
- To be reflective and self-evaluative practitioners;
- To provide good role models for their pupils.

Class Teachers January 2022

P1	Mrs K Wilkinson
P1/2	Mrs J Walker/Mrs L Stewart
P2/3	Mrs E Wood/Mrs G Guthrie
P3/4	Miss R Fields
P4/5	Mrs A Watson
P5/6	Mrs D Henshaw/Mrs S Sangray
P6/7	Miss A Wallace
P7	Mrs M McMurdo Mrs J Strathearn

Class Contact Cover (Maternity Leave) Mrs Y Hall

Class Contact Cover Mrs L Jack/Mrs D Reid

Janitor Mr J McKay

Support Staff Mrs C Montgomery Team Leader
Mrs P Ruddy
Mrs O Thomas
Mrs S MacInnes
Mrs C Heaney
Miss S Cartwright
Miss L Gildea
Mr A Gow
Mrs N Bancroft
Mrs D Bledowska
Miss A Young

Music Tutor Mr J McCrory
Mr G Beattie

Communication

Parents are **always** welcome in Blacklaw and we believe good communication with parents and carers is of vital importance. We communicate in a variety of ways, including monthly newsletters, letters, Twitter, phone calls, meetings, assemblies, School App for Parents and our school website: www.blacklaw-pri.s-lanarkshire.sch.uk

Occasionally parents may have a concern regarding an aspect of their child's learning or experience at school. The class teacher or a member of the school management team should be the first point of contact for parents who wish to discuss any issues. Our aim is to resolve issues as quickly as possible. All enquiries and concerns received from parents are taken seriously. Parents are always welcome to the school to discuss any concerns they may have regarding their child. Parents can contact staff through the school office, either in person, by telephone or by email via the school office.

Should you have a concern or issue, would like more information about Blacklaw, or just want to share a good idea or give of your time, please do not hesitate to contact us in person, by phone, letter or e-mail. (office@blacklaw-pri.s-lanark.sch.uk)

It is important that parents and carers inform the school of any change to the following: -

- home telephone number
- mobile number
- work number
- emergency contact details

Attendance at School

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.

Every effort should be made to ensure that your child attends school during term time. Please contact the school should your child be unable 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.
- 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;

Please note that school staff will contact parents and carers if your child is absent and there has been no communication from home.

If children become ill while they are at school, we will contact you using these details, and ask that you plan for your child to be taken home.

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

During the school year, people often move into the area and may wish to enrol their child in this school. The procedure is simply to contact the school and arrange a suitable appointment to view the school and to discuss needs with the head teacher who will ensure that all enquiries regarding the provision of local education are answered. It is also the case that families may move out with the Blacklaw catchment area and seek to keep their child at Blacklaw. This is a straightforward matter to deal with and parents should inform the school as soon as possible of the change of address. Parents will then be given a 'Request to Remain' form to complete. Once this is completed the school will confirm the child's place in the school.

Occasionally, for a variety of reasons, parents choose to change from their local school to a school in another catchment area. This is called 'Making a Placing Request' and a leaflet is available at school offices, which explains the procedure. It is preferable to make such changes at the beginning of a school year so that schools can plan according to anticipated pupil numbers. However, when parents make such a request during the school session, there can be a delay while a check is made on the number of available spaces in a chosen school.

We welcome any prospective pupils and parents/ carers to our school.

If you wish to arrange a visit to the school, then please contact our school office.

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 still 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.

4) 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/downloads/file/13457/parents_as_partners_-_strategy_2019

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.

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

5) School Ethos

Our Vision

CARING, BELIEVING, ACHIEVING.

At Blacklaw Primary School we have a caring ethos where everyone is valued. We believe that, working together, we will provide opportunities for all members of our community to achieve their full potential and experience success.

Our **school values** put children at the centre of all the work we do:

Community, Honesty, Innovation, Learning-centred, Diversity, Respect, Equality, Nurturing

Friendship, Integrity, Resilience, Sustainability, Team-work

Our **school aim** is:

'Working together, as a school community, to achieve the best outcomes for all learners.'

Our **mission** is to prepare pupils for life in the 21st Century by:

- Ensuring a broad and varied curriculum ensuring continuity and progression;
- Providing learning environments that motivate, stimulate and challenge pupils;
- Promote the school ethos;
- Allow pupils to have opportunities for responsibility and leadership;
- Providing opportunities for pupils to work with others, develop their social and life skills;
- Promoting confidence, independence and risk-taking;
- Ensuring high standards of behaviour;
- Developing strengths and celebrating successes.

We promote positive relationships within the school and foster an ethos, which encourages all pupils to work cooperatively with others, show respect and strive to achieve their best. We work in partnership with parents/ carers and other agencies to support us to achieve this ethos.

Partnership with parents and the wider community is an important feature of the learning and teaching process in Blacklaw. We wish for all parents to feel welcomed and be given opportunities to be involved in the life of the school, that they are fully informed about their child's learning, that they are encouraged to make active contributions to their child's learning and that they can support learning at home.

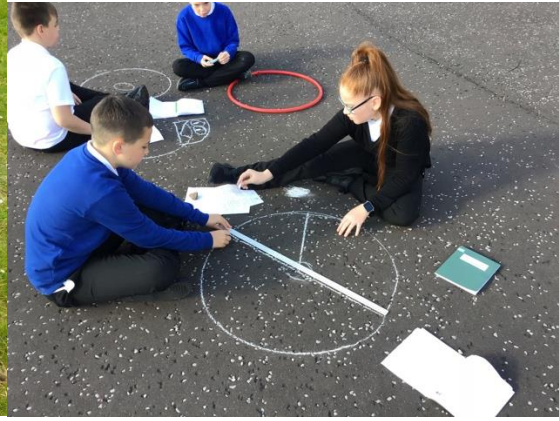
At Blacklaw we have a wide range of extra-curricular activities that our pupils can be involved in. Activities include football, netball, athletics, multi-sports, tennis, gardening club, reading for pleasure, muddy boots, dance, debating and coding club.

We also work in partnership with our local community and have close links with Claremont Parish Church.

Useful websites:

Journey to Excellence - provides guidance and advice about culture and ethos –
<http://www.journeytoexcellence.org.uk/cultureandethos/index.asp>

Health and wellbeing guidance on healthy living for local authorities and schools –
<http://www.scotland.gov.uk/Topics/Education/Schools/HLivi>



In Blacklaw Primary, we use play-based approaches, outdoor learning, ICT and active learning to deliver a varied curriculum for all learners!



6) 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 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 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
- Science
- Social studies
- Technologies

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

Our Curriculum Rationale

To achieve our school vision, we work to develop a structured curriculum, which ensures that all children are provided with learning opportunities that recognise and celebrate their uniqueness, develop their potential, allow them to fulfil their aspirations within and beyond school boundaries and prepare them to meet the challenges of the 21st Century.

We aim to deliver the highest quality of learning and teaching and expect all learners to be actively engaged in their learning. We strive to deliver a broad, balanced, stimulating and challenging curriculum and to continually improve our practice to ensure the best outcomes for pupils.

At every level, an ethos of high aspirations and ambition for all our learners is encouraged and attainment, achievement and participation are recognised and celebrated.

Curriculum for Excellence identifies key skills for life, four contexts in which learning takes place, six entitlements for learners, seven principles for curriculum design and eight curricular areas in which learning is organised. Using the Curriculum for Excellence, we aspire to guide all our pupils towards being Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors.

All staff at Blacklaw Primary School have been involved in developing our Curriculum Rationale and creating our vision of what we value and view as essential elements, which underpin all that we do in our daily practice.

Learning and Teaching

The success of our curriculum is through the delivery of high-quality learning and teaching. This is at the heart of our work and we aim to provide learning environments that motivate, stimulate and challenge learners. A wide range of teaching strategies are implemented by all staff, where approaches to learning and assessment are varied and pupil-centred. Assessment is for Learning techniques, direct teaching, self and peer assessment, individual and group work, text-based work and practical work, the use of ICT to support learning, outdoor learning, learning for sustainability, educational visits and visiting speakers are examples of approaches and methodologies designed to actively engage our learners in their learning.

Skills are developed throughout all curricular areas. The skills and attributes, which our learners develop, will provide them with a sound basis for their development as lifelong learners, enabling them to reach their full potential. Our curriculum places a key emphasis on the acquisition of numeracy and literacy skills.

We continue to support the professional development of staff and encourage sharing practice both within the school and our Learning Community. This allows opportunities for staff to further reflect on their practice and incorporate new ways of engaging and supporting our learners. Formal and informal learning visits, survey results, attainment analysis and feedback are collated as part of our self-evaluation procedures to promote improvement. Resources are revised and enhanced as funding allows.



The Ethos and Life of the school as a community

Our curriculum offers a broad range of learning experiences. Our pupils are encouraged to contribute to the school community at every stage, where they have opportunities to be active participants in bringing about change and improvement. A wide variety of opportunities take place regularly throughout the school year to develop School and House Identity, Pupil Council, JRSOs, Technicians, Buddy System, Fairtrade Committee etc. allowing pupils to grow, develop and support the work of the school.

Curriculum Areas and Subjects

At Blacklaw Primary School our learners will experience a Broad General Education, which will include all the experiences and outcomes across all 8 curricular areas, progressing through the levels, as far as this is consistent with their learning needs and prior achievements. There is on-going evaluating and reviewing of curriculum planners to reduce significantly the bureaucracy of planning for staff.

Interdisciplinary Learning (IDL)

At Blacklaw Primary inter-disciplinary learning is a key feature of our curriculum. IDL allows opportunities for learners to apply and deepen their learning within real and relevant contexts.

Opportunities for Personal Achievement

We value opportunities to celebrate pupils' personal achievements at our Achievement assemblies, which are held regularly throughout the school year.

Staff engage in Teacher-Learner Conversations (TLCs) working alongside pupils, providing opportunities for learners to reflect and evaluate their learning, setting their own personal goals for their next block of learning.

We support our pupils to become responsible citizens and effective contributors through our 'Loose Change, Changes Lives' initiative which helps support two children in Ghana, providing funds each year for them to attend school.

Our Global Citizenship work allows pupils to recognise their responsibilities towards each other and the wider world. We aim for all our pupils to demonstrate themselves as global citizens, able to take their place in the world, contribute to it confidently, successfully and effectively, understanding the rights and responsibilities of living and working in our world. We all have a role to play and together we can make a difference.

Our Next Steps

- At Blacklaw Primary we will continue to evaluate the quality of our curriculum as experienced by learners across stages and transition points
- We will develop a clear and shared strategy for raising attainment in numeracy and literacy
- We will plan learning, teaching and assessment using the Curriculum for Excellence (CfE) Experiences and Outcomes and Benchmarks (Education Scotland)
- We will focus on ensuring differentiation across learning experiences to meet all learners' needs
- We will provide opportunities to celebrate pupils' achievements and ensure that we have effective systems in place to promote equity of success and achievement for all pupils



Spiritual, social, moral and cultural values (religious observance)

Guidelines in Religious Education are followed at each stage. Whole school assemblies take place regularly and are intimated in the School Newsletter. Parents, carers, family and friends of the school are warmly invited to attend our assemblies.

Harvest and Christmas are celebrated with special services and our Easter and closing service in June take place in Claremont Parish Church.

Reflection assemblies are conducted by the Rev Gordon Palmer, Minister for Claremont Parish Church.

The school programme of study and policy adheres to the national guidelines issued by the Scottish Government and the Education (Scotland) Act 1980 and is based on the CFE religious and moral education Principles and Practice paper and guidelines.

This embraces the main outcomes outlined in the document, which are: -

Christianity – Beliefs, Values, Practices and Traditions
Other World Religions - Beliefs, Values, Practices and Traditions
Development of Beliefs and Values

The Religious Education programme in school will therefore help children to:

1. Find out more about religious traditions; what people believe how they worship and celebrate and how religion affects their everyday lives. The course will concentrate on a study of Christianity, including helping the children to appreciate the importance of the Bible. However, aspects of religions other than Christianity will also be studied.
2. Think about what they themselves believe and value; and to ask questions such as; what is important to me in life? Is it enough to think only of myself?
3. Become more sensitive to others by understanding why and how they think as they do.
4. See how they might contribute positively to society.

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 who wish to exercise this right, to withdraw their child from religious observance, should make a request in writing to the Head Teacher at the beginning of the school session.

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.

7) Assessment and tracking progress

We want to share with you on how your child's learning is progressing. We do this through assessment by referring to all those activities undertaken by teachers and their pupils in self/peer assessment – that provide information to be used as feedback to modify teaching and learning activities.

Formative Assessment

Our pupils are encouraged to develop skills in formative assessment strategies. At Blacklaw assessment is integral to learning and is incorporated into planned learning experiences. Effective approaches to assessment actively involve learners in identifying challenging learning outcomes, reflecting on what they have learned and enabling them to plan the next steps in their learning.

Summative Assessment

Regular progress checks are made in all areas of the curriculum to ensure pupils are successfully progressing at an appropriate pace in skills knowledge and understanding of programme content.

Diagnostic Assessment

If a child does not make satisfactory progress we have a range of diagnostic assessment, which may support our staff or support agencies in determining appropriate support learning activities. This would be in consultation with parents. Children with additional support needs may be referred to relevant other agencies for further assessment.

Useful websites:

Building the Curriculum 5: a framework for assessment provides guidance around the assessment framework – http://www.educationscotland.gov.uk/Images/BtC5Framework_tcm4-653230.pdf

Information about Curriculum for Excellence levels and how progress is assessed – <http://www.educationscotland.gov.uk/thecurriculum/howisprogressassessed/stages/index.asp>

8) Reporting

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 discuss your child's education.

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.

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

9) 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 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 on edsuppserv.helpline@southlanarkshire.gov.uk **0303 123 1023**.

10) Support for Pupils

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

Support for All (Additional Support Needs)

It is our aim to assist all pupils to achieve their full potential through the provision of an appropriate curriculum for the full range of pupils. We recognise the importance of motivation and encouragement in developing our pupils' confidence in their own progress.

We aim to identify difficulties as soon as they occur. Once identified, many difficulties are solved within the classroom situation by the class teacher, under the guidance of promoted staff. Where severe or long-term difficulties occur, regular assistance will be provided on an individual basis, or in a small group situation. Children who are encountering this level of prolonged difficulty will be supported through a programme of small attainable targets using specific differentiated resources and a range of teaching methodologies.

For children with additional support needs, the school will work in close co-operation with Psychological Services and the local Health Board. In some cases, where further guidance is thought desirable, and after discussion with the parents concerned, the advice or involvement of the Specialist Services may be sought.

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.

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

11) School Improvement

Continuous improvement is a clear aim at Blacklaw. The school, its staff and community work together to identify areas for improvement. Through our self-evaluation process we identified our strategic priority.

- To raise attainment in Literacy and Numeracy

What were our priorities in Session 2019-2020?

In 2019-2020 we continued to focus on raising attainment in literacy with a continued emphasis on reading through implementing active literacy approaches across all stages.

We worked to improve pedagogy for equity through participating in the 'Tapestry' programme and embed pedagogy into everyday practice.

We raised awareness and understanding of Adverse Childhood Experiences (ACEs) and the impact of these on child development, learning and behaviour. (Learning Community Priority)

We continued to use our Pupil Equity Funding (£28,200) to introduce a variety of strategies and initiatives which will help us raise attainment and close the equity gap in Blacklaw, and target support for the most disadvantaged families within our school community.

Our priorities in 2020-2021

Raise attainment and achievement in Literacy and English through improved learning, teaching and assessment.

Improve children's health and well-being by improving equality and inclusion.

Share vision and values with all stakeholders to build positive relationships and create an environment where everyone feels they belong and are valued.

The learning community priority is to implement the Pivotal Behaviour programme.

Further details outlining these priorities are contained in our School Improvement Plan. A copy of our Improvement Plan is available from the school office or can be viewed on our school website.

12) 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.

Milk will be available for those pupils entitled to free school meals through the free school meal eligibility scheme at morning break or lunchtime.

Pupils in:

- Primary 1 - 4 receive a free school lunch.
- Primary 5 - 7 meal cost is £1.95

In January 2022 Primary 5 pupils will also receive a free lunch and by August 2022 all primary school pupils will be eligible for a free lunch.

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

Free School Meals

- If you have a child who attends a South Lanarkshire school they are entitled to free school meals if you receive any of the following benefits:
- Income Support
- Universal Credit (and your earned income is less than £610 as assessed by the Department for Work and Pensions in the assessment period immediately preceding the application for free school meals)
- Job Seekers Allowance (income based)
- Employment and Support Allowance (income related)
- Child Tax Credit only (with a gross annual income less than £16,105 as assessed by HM Revenues and Customs on your Tax Credit Award Notice TC602)
- Working Tax Credit and Child Tax credit (with a gross annual income less than £7,330) as assessed by HM Revenues and Customs on your Tax Credit Award Notice (TC602)
- 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, the service runs from 8.15am to 8.45am each school day.

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.

Blacklaw uniform colours for clothing are **royal blue** and **black**.

Primary 1 – Primary 5 Pupils

- White shirts with Blacklaw School tie
- Royal blue V-neck sweatshirt or sweatshirt cardigan
- White polo shirt on gym days
- Black school trousers – boys and girls
- Black skirts and pinafores
- Royal blue V-neck jumpers/ cardigans/ tank tops
- Blue and white gingham summer dresses
- Black footwear (no trainers)
- Black plimsolls/sand-shoes or canvas for wearing inside the school building

Primary 6 and 7 pupils

- White shirts with Blacklaw School tie
- Black skirts
- Black school trousers – boys and girls
- Royal blue V-neck jumpers/ cardigans/ tank tops
- Black footwear (no trainers)
- Black plimsolls/sand-shoes or canvas for wearing inside the school building.

The wearing of black blazers for all pupils is **optional**.

Indoor Gym Kit for Primary 6 and 7

- White polo shirt
- Black shorts
- Black sand shoes/plimsolls or suitable indoor trainers

We encourage Primary 6 and Primary 7 pupils to wear their shirts and ties every day and to bring their polo shirt and shorts to change into on their PE days.

Indoor Gym Kit for Primary 1- Primary 5

- White polo shirt
- Black shorts
- Black sand shoes/plimsolls

Children in Primary 1- 5 can wear a polo shirt on their gym day for ease for changing. Shorts can be worn under black school trousers or skirts. However, if this is uncomfortable for some children an opportunity will be given for children to 'change' for PE.

Outdoor Gym/ Natural Play Kit for Primary 1-7

Suitable warm and comfortable clothing should be brought to school for outdoor PE and Natural Play Activities. Children will be given the opportunity to 'change' clothes for these sessions.

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.

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 still 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.

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. 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 as follows: -

Morning	-	9.00 am
Interval	-	10.30 am – 10.45 am
Lunchtime	-	12.15 pm – 1.00 pm
Dismissal	-	3.00 pm

See attached list showing school holiday dates.

Enrolment – how to register your child for school

Registration for our new starts for August 2022 will take place online during the week commencing **17 January 2022**.

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 If you have any difficulty in identifying your catchment school, please email 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.

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

Parents/Carers of children who will be five years of age between 1 March 2021 and 28 February 2022 and live in the school catchment area can register their child using the online form available on the Council website www.southlanarkshire.gov.uk.

Please upload your child's **full birth certificate** and **two pieces of proof of residency** (usually utility bills). Children should be registered by their **parent/carer**.

At the point of registration in January, all prospective new Blacklaw Primary 1 pupils and their parent/carers are invited back to the school in the summer term to hear about the extended work which the school does to enable the new Primary 1 children and parents to become familiar with the school and its activities.

The date for the 'Rising 5s' experience is in May/June and further details will be issued nearer the time.

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, or by contacting edsuppserv.help@southlanarkshire.gov.uk or phone **0303 123 1023**.

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 complete a form online www.southlanarkshire.gov.uk or contact **0303 123 1023**. 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 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.

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

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 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 2021/2022

Break	Holiday dates		
First Term	Teachers In-service	Thursday	12 August 2021
	In-service day	Friday	13 August 2021
	Pupils return	Monday	16 August 2021
September Weekend	Close on Re-open	Thursday Tuesday	23 September 2021 28 September 2021
October Break	Close on Re-open	Friday Monday	8 October 2021 18 October 2021
	In-service day	Monday	15 November 2021
Christmas	Close on Re-open	Wednesday Wednesday	22 December 2021 5 January 2022
Second Term			
February break	Closed on	Monday and Tuesday	14 February 2022 15 February 2022
	In-service day	Wednesday	16 February 2022
Spring break/Easter	Close on Re-open	Friday Tuesday	1 April 2022 19 April 2022
Third Term			
Local Holiday	Closed	Monday	2 May 2022
	In-service day	Thursday	5 May 2022
Local Holiday	Close on Re-open	Thursday Tuesday	26 May 2022 31 May 2022
Summer break	Close on	Friday	24 June 2022

Notes

- ◆ Good Friday falls on Friday, 15 April 2022
- ◆ *Lanark schools will close 9 June 2022 and 10 June 2022*
- ◆ Schools will close at 2.30pm on the last day of terms 1 and 2 (Wednesday 22 December 2021 and Friday 1 April 2022)
- ◆ Schools will close at 1pm on the last day of term 3 Friday, 24 June 2022



Education Resources

School holiday Dates Session 2022/2023

Break	Holiday dates		
First Term	Teachers In-service	Monday	15 August 2022
	In-service day	Tuesday	16 August 2022
	Pupils return	Wednesday	17 August 2022
September Weekend	Closed on Re-open	Friday Tuesday	23 September 2022 27 September 2022
October Break	Closed on Re-open	Monday Monday	17 October 2022 24 October 2022
	In-service day	Monday	14 November 2022
Christmas	Close on Re-open	Friday Monday	23 December 2022 (2.30pm) 9 January 2023
Second Term			
February break	Closed on	Monday and Tuesday	13 February 2023 14 February 2023
	In-service day	Wednesday	15 February 2023
Spring break/Easter	Close on Re-open	Friday Monday	31 March 2023 (2.30pm) 17 April 2023
Third Term			
Local Holiday	Closed	Monday	1 May 2023
	In-service day	Tuesday	2 May 2023
Local Holiday	Closed on Re-open	Friday Tuesday	26 May 2023 30 May 2023
Summer break	Close on	Tuesday	27 June 2023 (1pm)
Proposed in-service days	Monday 14 August 2023 Tuesday 15 August 2023		

Notes

- ◆ Good Friday falls on Friday, 7 April 2023
- ◆ Lanark schools will close Thursday, 8 June 2023 and Friday, 9 June 2023
- ◆ Schools will close at 2.30pm on the last day of terms 1 and 2 (Friday, 23 December 2022 and Friday, 31 March 2023)
- ◆ Schools will close at 1pm on the last day of term 3 Tuesday, 27 June 2023)
*Two in-service days proposed for August 2023 to be confirmed.

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

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

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