





ARGYLL AND BUTE COUNCIL

COMMUNITY SERVICES: EDUCATION

CARDROSS PRIMARY EARLY LEARNING AND CHILDCARE CENTRE Handbook

2021- 2022



Contents

Introduct	4	
Section O	ne: Our Children Their Future: The Vision	5
	The Vision for Early Years Service in Argyll and Bute	6
	Establishment Aims	7
Section T	wo: General Information	
	Staff Details	8
	Early Learning and Childcare Centre Information	8
	How Parents Can Help	9
	Attendance	9
	Collecting Your Child	9
	Excursions and Consent Forms	9
	Insurance	9
	Emergency Closure Arrangements	10
	Emergency Contacts	10
	Suitable Clothing	10
	Snacks and the Promotion of Healthy Eating	11
	Child Protection	11
Section T	hree: Medical Information	
	Medication	12
	If your Child becomes ill	12
	Minor Accidents and Upsets	13
	Visits to the Educational Establishment by Medical Staff	13

Section Four: The Early Learning and Childcare Curriculum

Our Aims	14
How we Promote Learning	14
What we Do	15
Curriculum for Excellence	15-16
Additional Educational Needs	16
Tracking Progress	16
Developmental Milestones	17
Working Together To Support Learning	18
Equal Opportunities	18
The Daily Routine	19
Section Five: Parental Partnerships	
Our Aims	20
Working Together	20
Promoting Positive Behaviour	20
Fundraising	20
Section Six: The Wider Community	
Links with Primary Pupils	21
The Wider Community	21
The Transition to Primary One	21
Section Seven: Other Information:	
Complaints Procedure	22
Useful Contacts	22-23
Term Dates for this Session	24

Cardross Primary ELC Kirkton Road Cardross Argyll and Bute G82 5PN 01389 841433

Enquiries-cardross@argyll-bute.gov.uk

Dear Parents/Carers

Welcome to Cardross Primary Early Learning and Childcare Centre. We hope you find the following information useful in introducing you to Pre-5 Education and what goes on in the ELC.

I hope it will answer most of your questions. However if you wish any further information, please do not hesitate to contact me at the school on the above telephone number or by e-mail.

The Early Learning and Childcare staff and I look forward to a happy association with you and your child in our centre.

Yours Sincerely

Kelly Girling Head Teacher

Section One

Our Children, Their Future: The Vision

Our aspiration is to ensure that Argyll and Bute is the best place in Scotland for our children to grow up. Our vision is that **together we will realise ambition**, **excellence and equality for all.**

Our vision sends a signal about the importance we attach to education, is simple in message and is recognised by everyone. This is best captured as:



Our vision is underpinned by our values: **respect, openness and fairness.**This vision will be delivered for all our children through the 6 key objectives:

We will:

- Raise educational attainment and achievement for all
- Use performance information to secure improvement for children and young people
- Ensure children have the best start in life and are ready to succeed
- Equip young people to secure and sustain positive destinations and achieve success in life
- Ensure high quality partnership working and community engagement
- Strengthen leadership at all levels

The Vision for Early Years Service in Argyll and Bute

We want every child to have access to the best possible learning and healthcare services that meet their individual needs and which promote resilience and wellbeing. We are committed to creating a system and climate whereby every child can fulfil their potential as a successful learner, confident individual, effective contributor and responsible citizen.

Across Argyll and Bute we believe that:

- Every child should have opportunities to engage with quality services that meet their needs, support their achievement and sustain their wellbeing.
- Children's interests, achievements and well-being should be promoted and celebrated.
- Children should be offered opportunities that enable them to extend their potential and become powerful lifelong learners.

In addition, we are clear that the pathways to this lie with the skills and capabilities of professionals working with young people and families. The high quality service that we want to be part of is:

- Driven and sustained by strong values and an emphasis on continually doing the right things for children.
- Flexible and adaptable.
- Collaborative and connected.
- Evaluative and responsive.
- Skilled and learned.
- Confident and professional.

Establishment Aims

Cardross Primary Early Learning and Childcare Centre provides pre-school education for up to 30 children from Cardross and the surrounding area. Staff work in partnership with parents in developing children's learning experiences. This involves learning about, valuing and building on children's prior learning experiences so that they become confident, eager and enthusiastic learners who are looking forward to starting school. Under developments of a Curriculum for Excellence, we strive to help children develop as Successful Learners (learning to learn), Responsible Citizens (learning to live with others), Confident Individuals (learning to be0 AND Effective Contributors (learning to do). To do this, we will seek to:

- Provide a safe and stimulating environment, in which children feel happy and secure
- Encourage the emotional, social, physical, creative and intellectual development of children
- Promote the welfare of children
- Encourage positive attitudes to self and others and develop confidence and self esteem
- Create opportunities for play
- Encourage children to explore, appreciate and respect their environment

In achieving these aims, we will seek ways in which to:

- ❖ Take account of the individual needs of children
- Provide equal opportunities and social justice
- Promote positive attitudes with parents/carers
- Recognise the importance of community
- Recognise learning as a life-long process

We respect and welcome children and parents/carers of all religions, faiths and beliefs.

Cardross Early Learning and Childcare Centre is a non-denominational, co-educational and multicultural establishment.

Section Two: General Information

Staff Details

Head Teacher Kelly Girling

Childcare and Education Worker Kimberley McKernan

Childcare and Education Worker Laura Mackenzie

Childcare and Education Worker Lynsey MacPherson

Childcare and Education Worker Lauren Paton

Childcare and Education Worker Claudine Wallace

Primary One Teacher Lynn McLean

Clerical Support Jill McLean

Clerical Support Margaret Dobbie

Early learning and Childcare Centre Information

Capacity 30 Children

Hours Mon – Fri 8.45am – 2.45pm

Stages Covered 3 – 5 year olds

Parent Notice Board The notice board is located in the ELC entrance area. It contains information

we hope will be of interest to you.

Enrolment

Details of enrolment are normally announced in the local press and by means of posters in local shops. During enrolment week you are welcome to call at the school at any time during school hours.

Enrolment Procedure

Parents of children who are eligible for **three year old provision** should complete an enrolment form during the specified enrolment week. Parents of children who are eligible for **four year old provision** should complete an enrolment form during the specified enrolment week.

How Parents Can Help

Your children arrive in the centre with experience, knowledge and a variety of skills developed in your home. You know your own child better than we ever can. Therefore, if you have any concerns regarding your child, please do not hesitate to discuss the matter with us.

Attendance

In the event of illness or absence from the Early Learning and Childcare Centre, you should phone the school office before 9.15am to inform us of this.

Arrival and Departure

Parents should plan to arrive with their children for 8.45am and collect them at 2.45pm.

Collecting Your Child

Children must always be brought to the centre and collected by a responsible adult of 16 years or over. If your child is going to be collected by someone other than the usual person/people, please ensure that staff are aware of this. The parent of the child whose home arrangements have changed should phone the school, or tell a member of staff, of the new arrangements.

Excursions and Consent Forms

When outings and excursions are planned out with the local area (Cardross Village/The shore) you will be advised in advance. You will be asked to complete consent forms which give your permission for child to take part. Please note that children cannot take part in outings unless completed consent forms have been submitted by their parent/guardian. Parents/Guardians will be asked to sign one form permitting multiple visits within the local area (Cardross Village/The Shore) for the school year. This allows for spontaneous visits and exploration of our local area.

Transport

Transport is not normally provided for children attending Early Learning & Childcare establishments. The council may, however, provide transport to and from these units for children with additional needs who may require to travel some distance to take up their placement.

<u>Insurance</u>

Sometimes, Children like to bring something special or new to the ELC for their friends to see. Parents should, however, ensure that valuable items are not left at the ELC as the authority has no insurance to cover the cost of such personal items.

Emergency Closure Arrangements

Occasionally, circumstances might arise which would mean the Early Learning and Childcare Centre would have to close. Such a situation might arise during severe weather or power failures. If this happens, we will do all we can to let you know about the details of closure and re-opening. It is essential that we have up-to-date contact details, phone numbers and mobile phone numbers for parents and emergency contacts in case children have to be sent home before a session has finished. We may keep in touch by telephone, notices in local shops, text messages, Twitter, email and announcements in the press and on local radio.

Emergency Contacts

Parents with children in the ELC are asked to provide the name, address and telephone number of a **local** contact person for use in case of emergency.

Suitable Clothing

During sessions, children will have access to a variety of messy play and outdoor play activities. In order that they may enjoy these activities to the full, they need to be appropriately dressed. Please do not send your child to the Centre in his/her best clothes. Please do remember to provide a jacket and a pair of wellingtons (that will stay in the nursery).

In Argyll and Bute, we want children to have the best start in life and to be well equipped with everything they need to thrive and be successful, both now and in the future. As part of Argyll and Bute ELC Delivery Plan, we have an ambitious aim for our children to spend at least half of the time in ELC outdoors: 80% of ELC settings in Argyll and Bute will spend at least 50% of their funded time outdoors by the end of August 2020 Crucial to these ambitions is the aspiration that 'every child, regardless of their background, should have regular access to inspirational and challenging outdoor play and learning, where they can enjoy first-hand experience of their cultural heritage and natural environment, as part of a full and complete childhood.' Real World Learning Project, 2015

Please send a pair of soft shoes that can stay in school for gym activities in the school hall. It would be helpful if you could supply a bag with a change of clothing that could be kept in the ELC. Please ensure all clothing and shoes are named.

Snacks and the Promotion of Healthy Eating

The children have a healthy snack during each session. This snack is provided by the Early Learning and Childcare Centre, along with milk or water. Parents are asked to notify staff of any food allergies their child may have. Snacks may also be linked into any themes we are working on.

We ask for a £10.00 contribution per term for the Early Learning and Childcare Centre, which is used to buy ingredients for cooking, making playdough, contribute towards outings, visits from groups to the ELC and fund the purchase of the daily healthy snack.

A school lunch is offered each day, a 3 week menu will be sent home to allow you to order a meal for your child. The daily cost is £2.30 and we ask that you send payment in with the order form. The menu will be on display on the information board to remind you what is on each day.

Free school meals are also available if you receive any of the following:-

- Income Support
- Income based Job Seekers Allowance
- Income related element of employment and support allowance
- Child Tax Credit but <u>not</u> Working Tax Credit (Income should not exceed £16,105)
- Child Tax Credit and Working Tax Credit (income should not exceed £6,900)
- Support under Part VI of the immigration and Asylum Act 1999
- Universal Credit

Child Protection

The issue of child care covers many aspects within the Early Learning and Childcare Centre. Our aim is to create an ethos where children feel secure and confident, all staff are aware of issues relating to Child Protection and the procedure they should follow. Mrs Girling, Head Teacher is the lead Child Protection contact for the school and Early Learning and Childcare Centre.

Section Three: Medical Information

Medication

If your child is in need of medication during his/her time at the ELC, you should discuss his her requirements with the staff of the ELC. Prescribed drugs will be given at the discretion of the Head Teacher and you will need to fill in a form which authorises staff to administer the drugs to your child. The ELC staff will give you the necessary forms to fill in. You should note that no non-prescribed medicine will be administered by staff. All medicines must have a doctor/chemists label on it with the child's name and dosage before a member of staff can administer it. First dosage must be administered at home.

You will be asked to complete a medical/personal information form when your child joins the ELC, informing us of any known allergies or illnesses. Appropriate action will then be taken by staff in partnership with the school nursing team, e.g. healthcare plans, staff training etc. If this medical/personal information changes for any reason, please inform a member of staff.

If your child suffers from Asthma, you must tell a member of staff in the Early Learning and Childcare Centre if there are any activities which are likely to bring on an attack. Forms can be obtained from the ELC staff to allow a member of staff to administer the inhaler.

If your child suffers from epileptic attacks, you must tell staff what emergency treatment to give. An agreed action plan will be put in place after taking medical and parental advice.

During the summer months, please ensure that sun barrier cream is applied to your child before coming to the ELC. It would also be beneficial if you could send a hat or cap for your child to wear during outdoor sessions.

If your child becomes ill

Children who are obviously unwell should be kept at home where they will be more comfortable. The school should be phoned on the first day of any period when your child is unable to attend the ELC due to illness.

Please ensure that your child does not return to the ELC until they are clear of infection, e.g. diarrhoea and vomiting – minimum period of exclusion is 48 hours from the last episode of diarrhoea and vomiting; impetigo – minimum period of exclusion is until lesions are crusted or healed. If unsure, please contact the school or medical centre for advice.

Should your child become unwell during their time at the unit, then we will try to reach you by phone. If, however, we cannot reach you at home/work, then we would use the emergency contact number supplied by you on your child's registration/personal information form. Please ensure we have up to date contact details for your child.

Minor Accidents and Upsets

Any minor accidents will be dealt with according to Argyll and Bute Council's first aid procedures. The accident will be recorded both for our records and for parent information and the person picking up your child will be informed. We have 3 school First Aiders and also 2 Paediatric First Aid trained staff in the ELC.

If we feel your child needs medical attention, we will telephone you or your emergency contact person.

If your child is upset for any reason during the course of a session, you will also be informed of this. We would likewise appreciate information on bumps, bruises and upsets that occur outwith the setting.

Visits to the Establishment by Medical Staff

If you have any concerns in relation to your child's health and development that you would like to discuss, please let us know. If we identify concerns, we will inform you, and discuss these with you, and if appropriate request attention, e.g. speech and language therapy. You will be informed, in advance, of any visits to the establishment by medical staff.

Section Four: Early Learning and Childcare Curriculum

Our Aims

Through the curriculum provided for children, staff seek:

- ❖ To provide a caring stimulating environment where children can develop fully as individuals
- To talk with children, helping them to think and reason, to listen and hear, to look and see, and to touch and feel
- To encourage and extend the children's interest and natural curiosity so that they want to find out more about the world in which they live.

How We Promote Learning

Within the Early Learning and Childcare centre we plan for a bright, comfortable, stimulating environment which encourages children to learn through play. There is a carefully designed programme of activities delivered flexibly to match the interests and needs of the children. Many of the activities are planned around a theme which extends to all areas of play, physical areas outside and inside the centre, painting, drawing, music and role play corner, book corner and quiet area. Play is recognised as making major contribution to all aspects of children's development and learning. Our staff will help the children during play by encouraging them to become interested and absorbed in activities and by making sure that children cope with activities, increasing their confidence and self-esteem.

By working in partnership with parents/carers, by valuing and building upon the children's learning experiences and by broadening these learning experiences in their pre-school years through play and exploration, the children become confident, keen and enthusiastic learners who are looking forward to starting school.

At Cardross Primary Early Learning and Childcare setting, the curriculum has been reviewed in order to incorporate Curriculum for Excellence 3-18 guidelines. Curriculum for Excellence 3-18 aims to produce a simplified, coherent education system that meets the needs of a changing society and allows youngsters to develop fully. Central to Curriculum for Excellence 3-18 is the idea that the curriculum should develop what are known as the four capacities in young people.

These are to be:-

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

What we do

Within the planned programme we provide a framework for action which provides both a balance across key areas of development and is adjusted and customised daily to match the individual needs and interests of each child and enables each individual to achieve. We will share the planned framework of activities with parents as well as the children. The children are fully involved in the planning process.

Curriculum for Excellence

Bringing learning to life and life to learning

Curriculum for Excellence has been introduced across Scotland for all 3-18 year olds wherever they learn. It aims to **raise standards**, prepare our children for a future they do not yet know and equip them for jobs of tomorrow in a fast changing world.

Curriculum for Excellence enables professionals to teach subjects creatively, to **work together** across the school and with other schools to share **best practice** and explore learning together. Glow, Scotland's unique, world-leading, online network supports learners and teachers in this and plans are already in place for parents across the country to have access to Glow.

Teachers and practitioners will share information to plan a child's 'learning journey' from 3-18, helping their progression from nursery to primary, primary to secondary and beyond, ensuring the change is smooth. They will ensure children continue to work at a pace they can cope with and with challenge they can thrive on.

Curriculum for Excellence balances the importance of knowledge and skills.

Every child is entitled to a **broad and deep** general education, whatever their level and ability. Every single teacher and practitioner will be responsible for **literacy and numeracy** – the language and numbers skills that unlock other subjects and are vital to everyday life.

It develops **skills** for learning, life and work to help young people go on to further study, secure work and navigate life. It brings real life into the classroom, making learning relevant and helps young people apply lessons to their life beyond the classroom. It links **knowledge** in one subject area to another, helping children understand the world and make connections. It develops skills so that children can think for themselves, make sound judgements, challenge, enquire and find solutions.

There will be new ways of assessing progress and ensuring children achieve their potential. There is personal support to help young people fulfil their potential and make the most of their opportunities with additional support wherever that is needed. There is an emphasis by all staff on nurturing our children's health and wellbeing — to ensure that the setting is a place where children feel safe and secure.

Ultimately, Curriculum for Excellence aims to improve our children's life chances, to nurture successful learners, confident individuals, effective contributors and responsible citizens, building on Scotland's reputation for great education.

Additional Educational Needs

Additional Educational needs arise from difficulties in learning or barriers to learning. Many of the difficulties which young children experience are temporary and will be resolved as they develop and learn. Some of them relate to specific aspects of learning such as speech or language development. Additional help may be needed. If a member of staff or parent has any concerns regarding progress, reference will be made to the Head Teacher who will provide advice or, in consultation with the parent, contact appropriate outside agencies for extra support and advice if this is considered necessary. Any extra support is provided in a calm, relaxing, friendly environment where children can learn at their own pace and with the promotion of self-esteem being a major consideration.

Developmental Milestones

The Argyll and Bute Developmental Milestone Tool enables Early Learning and Childcare practitioners to share progress and appropriate next steps in developmental milestones for 3 to 5year old children within each of the GIRFEC (Getting it Right For Every Child) Wellbeing indicators.

Developmental Milestones

- Social/Emotional/Behavioural
- Gross Motor
- Fine Motor
- Sensory/Cognitive
- Speech & Language / Attention
- Vision
- Hearing

SHANARRI Wellbeing Indicators

- Safe
- Healthy
- Achieving
- Nurtured
- Active
- Respected
- Responsible
- Included

How does this connect with Curriculum for Excellence?

At the heart of Curriculum for Excellence sits the Four Capacities:

- Successful Learners
- Confident Individuals
- Responsible Citizens
- Effective Contributors

If we look closer at the Four Capacities, we can see the capabilities and attributes, which describe all the qualities which every child needs to achieve his or her potential. There is a very strong link between the attributes and developmental milestones – some of these attributes are listed below-

- Self respect
- A sense of physical, mental and emotional wellbeing
- Resilience
- Self reliance
- Enthusiasm and motivation for learning

By creating firm foundations through developmental milestones and attributes, the capabilities listed within the Four Capacities will be developed, as will the experiences and outcomes. The Developmental Milestone Toolkit also incorporates significant aspects of learning within literacy, numeracy and health and wellbeing. It also contains a range of outcomes and experiences from other curricular areas. By focusing on a child's developmental milestones within the context of Curriculum for Excellence, the ELCC setting, home and the child are able to work together to ensure each child's early learning and developmental needs are being met. From time to time, some of our children will need additional help to reach some of their milestones and we may need input from other agencies. This is where we can use the GIRFEC process to help us get the right support for every child at the right time.

Working together to Support Learning

In Cardross Early Learning and Childcare Centre we are aware of the importance of children's previous experiences and achievements as important factors in the way they learn. We feel that it is important to work together by sharing experiences both at home and at the centre. Parents are kept informed of events and themes that the curriculum is built around through regular newsletters, planning sheets and pupil evaluations, which can be found on the parent noticeboard. Parents are welcome to visit the ELC if they wish to share particular interests or information with us.

Equal Opportunities

This establishment will ensure that no child is excluded or disadvantaged because of ethnicity, religion, culture, family background, disability, gender, home language, additional support needs, rurality or ability. We will ensure that all children feel secure, included and valued. These principles are reflected in our admissions criteria and throughout the planned curriculum

Flexible Routine

We aim to flexible in our routine. Below is a typical example of a day in our Early Learning and Childcare Centre

0845 – 0900 Main Door Open / Welcome

0900 - 1145 Free Flow

Rolling Snack 1000 - 1030

1145 – 1200 Together Story/ Singing / News Time / Reflect on Learning

1200 – 1300 Lunch / Pick Up

1300 – 1445 Free Flow

1445 – 1500 Main Door Open / Pick Up

Possible activities throughout the week with school staff.

Gym in school Hall

French / Music

Section Five: Parent Partnership

Our Aims

- To form a partnership with parents which will allow the child to move happily between the home and the Early Learning and Childcare Centre
- To ensure that the needs of pupils are met whilst taking account of parental concerns

Working Together

At Cardross Early Learning and Childcare Centre, we recognise the importance of parents as the prime educators of their children. We hope that parents will always inform us of important events and interest in the child's home life.

We would like to work with parents to ensure close home/unit links develop. Parents who register children at the beginning of the year will be invited to take part in a pre-entry visit prior to their child's date of entry to the centre. This will provide an opportunity to have a full discussion with staff about how the Centre operates and how parents can enrich opportunities we provide.

During the year, parents will be invited into the centre for open days, soft start and shared finish sessions. Twice yearly Parents meetings will provide the opportunity to evaluate progress made.

Promoting Positive Behaviour

Promotion of positive behaviour is a whole school practice. It is important that parents and staff, as far as possible, work with the school in developing a unified approach to promote positive behaviour through praise and encouragement. We achieve this by the way we talk to each other and to the children, by taking time to listen and explain what is acceptable and by guiding the children and assisting them to deal with their feelings.

Fundraising

The school has a very active and inclusive CPSA which is involved in fundraising activities for the school and the Early Learning & Childcare Unit as well as social events for parents and children. Parents of pupils are encouraged to become involved in the life of the CPSA.

Section Six: The Wider Community

Links with Primary Pupils

Children in the Early Learning and Childcare Centre will occasionally share an assembly with children in P1 – P7 classes. These assemblies provide opportunities for the younger children to become familiar with their older peers, teaching staff, the school building and routines in the school.

During activity days and weeks, some children in the Early Learning Centre will have the opportunity to join in with our Primary 1 pupils and Primary 1 teacher on a variety of tasks. The main aim of these sessions are to promote child independence, to develop children's confidence in interacting with older peers and to create opportunities for pre-school children to have positive experiences with Primary 1 staff. This approach helps to develop strong relationships and links for pupils during their pre-school and Primary 1 years and allows a smooth transition for children between Pre-5 and Primary 1.

The Wider Community

The ELC will arrange visits and outings to places of interest within the local community and will invite people from the community such as the Emergency services into the ELC to share information. These visits will help the children to appreciate the world of work and the beauty of our natural environment.

The Transition to Primary 1

Good liaison with the receiving primary schools is essential if continuity and progression in children's development and learning is to be achieved.

Visits to the receiving primary schools are organised on a regular basis towards the end of a child's pre-school year, to ensure the children get to know the new environment and the adults with which they will be interacting.

Liaison is not only essential in helping to make a child comfortable about beginning school, it is also important to transfer information about children's previous learning, including their interests, strengths and difficulties.

Information about your child's progress is passed on to the primary school in the form of a transition document detailing each child's progress through Curriculum for Excellence. Along with your child's end of year report from the pre-school staff, you may also request a copy of any information that is passed to the primary school.

Section Seven: Other Information

Complaints Procedures

Argyll and Bute is always anxious to maintain and improve service. If a parent has any suggestions to make about the service they should contact the Head Teacher in the first instance.

Similarly if a parent has a complaint they should contact the Head Teacher in the first instance. The Head Teacher will follow the code of practice detailed in Argyll and Bute Education Service Complaints Framework.

Useful Contacts

All emails to the Early Years Team should be directed to: earlyyears@argyll-bute.gov.uk

Heads of Service:Education	Acting Head of Service	Acting Head of Service
Ms Louise Connor	Mrs Wendy Brownlie	Mr Simon Easton
Oban Education Office	Argyll and Bute Council	Argyll and Bute Council
Dalintart Drive	Argyll House	Argyll House
Oban	Alexandra Parade	Alexandra Parade
PA34 4EF	Dunoon PA23 8AJ	Dunoon PA23 8AJ
Tel. 01631 569195	Tel 01369 704000	Tel 01369 704000

Acting Early Years Education Manager

Mrs Sandra Clarke Argyll House Alexandra Parade Dunoon PA23 8AJ Tel: 01369 708503

Early Years Education Support Officer

Ms Caroline Lamond Helensburgh Civic Centre 38 East Clyde Street Helensburgh Tel. 01546 605511

Preschool Helpline

Argyll and Bute Council Argyll House Alexandra Parade Dunoon PA23 8AJ Tel: 01369 708503

Childcare Information Service

Mrs S Stewart Argyll House Alexandra Parade Dunoon PA23 8AJ Tel: 01369 708517

Social Care Social Work Improvement Scotland

From 1st April 2002, the Scottish Commission for the Regulation of Care (known as the Care Inspectorate) became responsible for regulating care services against national care standards and according to the Regulation of Care (Scotland) Act 2001 and associated regulations. Education Scotland (formerly HM Inspectorate of Education) is jointly responsible with the Care Inspectorate formerly Care Commission) for the inspection of early education and childcare.

The Care Inspectorate SCSWIS (Social Care Social Work Improvement Scotland) will inspect the Centre every couple of years. There will be a joint Education Scotland and Care Inspectorate inspection periodically.

The report of the Inspection will be made available to parents.

In the event of a complaint about the running of the Early Learning and Childcare Centre, your first step should be to contact the Head Teacher, Mrs Kelly Girling.

If you are unsatisfied with the response, you may make direct contact with the Care Inspectorate/SCSWIS at:

The Care Inspectorate
Renfrewshire House
Cotton Street
Paisley
PA1 1BF
Tel. No. 0345 600 9527

www.careinspectorate.com

SCHOOL TERMS AND HOLIDAYS – ACADEMIC YEAR 2021/2022

School holidays for all areas of Argyll and Bute – August 2021 to July 2022:

Break	Dates of attendance		
Start of term		Thursday 12 & Friday 13 August 2021-	
		Teacher in-service days	
	Open	Monday 16 August 2021	
		Pupils return	
October	Close	Friday 8 October 2021	
	Open	Monday 25 October 2021	
November	Close	Friday 26 November 2021	
		Monday 29 November 2021 – Teacher in-service day	
	Open	Tuesday 30 November 2021	
Christmas	Close	Thursday 23 December 2021	
	Open	Thursday 6 January 2022	
February week	Close	Friday 4 February 2022	
		Monday 14 February 2022 - Teacher in-service day	
	Open	Tuesday 15 February 2022	
April	Close	Friday 1 April 2022	
	Open	Tuesday 19 April 2022	
May	Close	Thursday 26 May 2022	
		Friday 27 May 2022 – Teacher in-service day	
	Open	Tuesday 31 May 2022	
Summer	Close	Friday 1 July 2022	

Holiday dates for subsequent years, where already set, may be found via https://www.argyll-bute.gov.uk/education-and-learning/school-holidays