



Southesk Primary School

Hill Place

Montrose

DD10 8BP

Tel: 01674 907535

Email: southesk@angusschools.org.uk

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CONTACT DETAILS

**Southesk Primary School
Hill Place
Montrose
DD10 8BP**

Telephone Number: 01674 907535

Email Address: southesk@angusschools.org.uk

Website: www.southesk.angus.sch.uk

Email Address: Southesk@angusschools.org.uk

Head Teacher: Amanda McKenzie (Acting Head Teacher)

Class Stages: P1 – P7 plus Nursery class (maximum 48 children am/pm)

Present Roll: P1 – P7 = 208 **Nursery – P7 = 247**

Denominational Status: None

Does the school teach by means of the Gaelic Language: No

Southie Parents - @SouthieParents or www.facebook.com/SouthieParents

IMPACT OF COVID

Covid continues to affect school life and may have an impact on some of the information contained within this handbook. [Up to date information and advice from the Scottish Government about Covid and schools can be found online.](#)

Organisation of the Nursery and Primary School day:

EARLY LEARNING AND CHILDCARE

In Scotland all three and four year olds, and some two year olds, are eligible for up to 1,140 hours a year of funded early learning and childcare (ELC). Our ELC class offers sessions between 8am-6pm, 5 days a week, over 46.6 weeks of the year. Other attendance patterns are available in other Angus Council settings and in our wide range of partner nurseries, playgroups and childminders. To find out more about the benefits of ELC and the options available, visit our dedicated ELC web pages at www.angus.gov.uk/earlyyears.

am provision: 8am – 1pm

pm provision: 1pm – 6pm

(Whole day provision is available for maximum 2 days)

Primary 1 & Primary 2:

<i>Morning</i>	<i>Afternoon</i>
9.00am – 12.30pm	1.30pm – 3.10pm

Primary 3 – Primary 7:

<i>Morning</i>	<i>Afternoon</i>
9.00am – 12.30pm	1.30pm – 3.20pm

Morning Interval (all): 10.40am – 11.00am

School Lunches:	1 st Sitting	2 nd Sitting
	P1/2/3 12.30pm	P4/5/6/7 12.50pm onwards

VISITS OF PROSPECTIVE PARENTS

[Choosing a school: a guide for parents \(Scottish Government\)](http://www.gov.scot/choosing-a-school-a-guide-for-parents)

Once your child has been allocated a place and you wish to visit, please just call or email and we can arrange this.

SCHOOL UNIFORM

BOYS	Grey/black trousers, Blue Sweatshirt with school badge and white polo shirt.
GIRLS	Grey/black skirt or trousers. Blue sweatshirt with school badge and white polo shirt
PE KIT	T-shirt, shorts and gym shoes in a bag

All clothing brought to school should be named or marked in some way, as it is difficult for children to distinguish their own clothing from others.

<https://www.schoolwearmadeeasy.com> – Search for Southesk to buy our uniform. We do not sell school uniform in the school.

We do have a collection of pre-loved and donated school uniform which you are always welcome to use.

PARENTAL CONCERNS

Parents should contact the school immediately if they have a cause for concern. It is our wish to deal with all matters as early as possible preventing them from growing into significant concerns. Please contact your child's class teacher in the first instance or if you would prefer to discuss the issue with a member of the management team please contact the office for an appointment with either Miss McKenzie or Mrs Denyer.

The staff will listen to your concern and agree a way forward with you. They will follow-up the initial conversation with a telephone call approximately one week later to ensure all matters have been resolved satisfactorily.

THE COMPLAINTS PROCEDURE

[Angus Council complaints procedure](#)

PARENTAL INVOLVEMENT

BECOMING INVOLVED IN SCHOOL

The school values the important part that parents play in their children's education and sees partnership with parents as an effective way of enhancing children's achievements and promoting better school ethos and communication.

Opportunities for Parental Involvement:

Some ideas for during the school day:

- Helping in the Nursery class
- Stay and Play days
- Nursery Parent Forum meetings
- Art/Craft activities
- Sharing knowledge and expertise in some aspect of the curriculum, e.g. topic talk, history, science, health
- Practical activities in science, maths, social subjects, health education (e.g. first aid) or technology
- Reading stories to groups of children, playing reading/phonics games
- Supervising board games
- Teaching playground games
- Supporting educational visits/trips
- School concerts – making costumes, props, supervision of children
- Road safety – Cycle Training
- Upkeep of the website

Out with the school day:

- Fundraising events
- Trips e.g. sporting events, concerts
- Extra-curricular activities e.g. coaching, sports/art clubs/country dancing/school grounds – maintenance of garden/allotment areas

If you wish to be a regular parent helper, PVG (Protecting Vulnerable Groups) checks have to be completed. Please come in and ask at the office about filing in a volunteer pack.

All parents are invited to attend two Parents' Evenings throughout the year. At these meetings parents will have the opportunity to meet their child's class teacher for a 10 minute interview and hear about their child's progress. This is also an opportunity for parents to hear how they can best support their child's learning.

Parents are also encouraged to download and engage with the Seesaw app and share and comment on the progress being made by their child, the quality of the work shared and any other achievements.

SCHOOL ETHOS

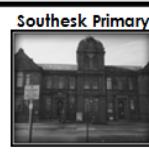
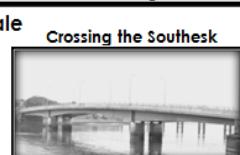
Our Vision:
To collaborate with all of our learning community to promote an ambitious, inclusive culture within which we can light up Learning for our families so they can be successful learners, confident individuals, effective contributors and responsible citizens.



Our Aims:
We aim to
listen and act
on the voices
in our school
and
continually
strive to
improve
outcomes for
our school,
families and
the
community.



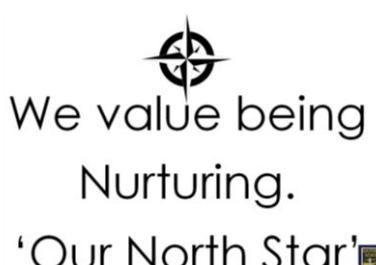
Our Values:
To nurture
To ensure equity
To value being safe
To be welcoming



We value being
welcoming.



We value being
safe.



We value
ensuring
equity.



SCHOOL AND COMMUNITY LINKS

Southesk School is an integral part of the community of Montrose. Children develop skills and learn to be better citizens as they engage with and support the work of the local community. Pupils also participate in sporting and cultural events within the Montrose Cluster and also with other Angus Schools.

Our pupils participate in community events and competitions organised throughout the Cluster and the Local Authority. They visit the elderly at Fordmill on a weekly basis and share their learning with the residents. During the festive period our pupils go carol singing at Tesco and entertain for the British Legion. Our pupils have also helped the Community Policing Team selling poppies in the community for Remembrance Sunday. Our Church link is St Mary's and St Peter's which is just a short walk away from the school. The summer and Christmas services are held there each year. Once a year the pupils collect for the Montrose Foodbank and members of the Angus Foodbank team attend assemblies and speak in classrooms to promote the work they do in the community. The school receives fresh fruit from Tesco twice a week and is part of the Fairshare programme. This scheme provides the school with bread and bakery goods each Friday. This is then given to the pupils. Each classroom has its own toaster and Fairshare means that fruit and toast can be given daily to the pupils when required.

The newly established Family Learning Lounge has been created using Pupil Equity Funding and works closely with the Angus Communities Team to deliver Family Learning programmes throughout the week. Learn, Laugh, Play takes place on a Tuesday for parents and their pre-school children. Adult Learning classes take place on a Thursday to support our parents with gaining qualifications, CV writing, IT help and any other support they may require. We also have an Incredible Years and Five to Thrive group running each week through the Angus Council Family Nurture Team. Community charity group Homestart also run their sessions with young families in the local area from our Family Learning Lounge.

We have close links with our local nurseries also. Little Beehive nursery come along once a week to use the Wildlife Garden situated in the school. Some of the children who attend Little Beehive will become our pupils so this serves as a good transition. Our pupils also use the area at the same time allowing for shared learning opportunities.

The school works closely with Montrose Academy to support transitions to S1 and we also welcomes senior pupils to undertake work experience within Southesk. We also welcome students from Dundee and Angus College and support their childcare placements.

We have recently established a link with Montrose Port Authority who have provided a water bottle for every child and we have some very exciting plans lined up for the coming year together.

RELATIONSHIPS AT SOUTHESK/ POSITIVE BEHAVIOUR MANAGEMENT/

[Angus Council anti-bullying policy](#)

How do we promote good behaviour at Southesk?

Southesk talk about a 'Relationships' rather than behaviour management. We believe that positive behaviour is promoted by the solid relationships we build between pupils and all the staff here at Southesk.

Children are given clear guidelines about appropriate behaviour and expectations based on our 'Golden Rules' which are displayed in each and every room around the school. These Golden Rules are well embedded into the life of the school and are used in the classroom, in and around the school and in the playground.

Golden Rules

1. We are gentle
2. We are kind and helpful
3. We listen
4. We are honest
5. We work hard
6. We look after property



Each class is also encouraged to consolidate positive behaviour through a variety of different strategies which include:

- weekly circle time sessions
- assemblies
- well organised school routines
- high expectations and consistency from all staff
- specific support for those experiencing barriers to learning
- communication with parents (home school diaries)
- everyone being involved



The I Messages

**When you ..
I feel ...
I need ...**

Would you be willing to ..

We use the I Messages with our friends and peers as part of a reflective conversation.



The You Messages

**You need to ...
I need to see you ...
I expect you to ...
I know you will ...
I have heard what you have said ...
By doing this you will have a better day.**



The You Messages are scripted language conversations, limiting the amount of words being used around the school. This makes expectations and choices very easy to understand.

The 5 Magic Questions



- . What happened?
- . What were you thinking?
- . How did you feel?
- . Who else has been affected?
- . What do you need/to do?

The 5 Magic Questions form a restorative discussion with an adult or with classmates when something has gone wrong and helps our pupils repair any harm.



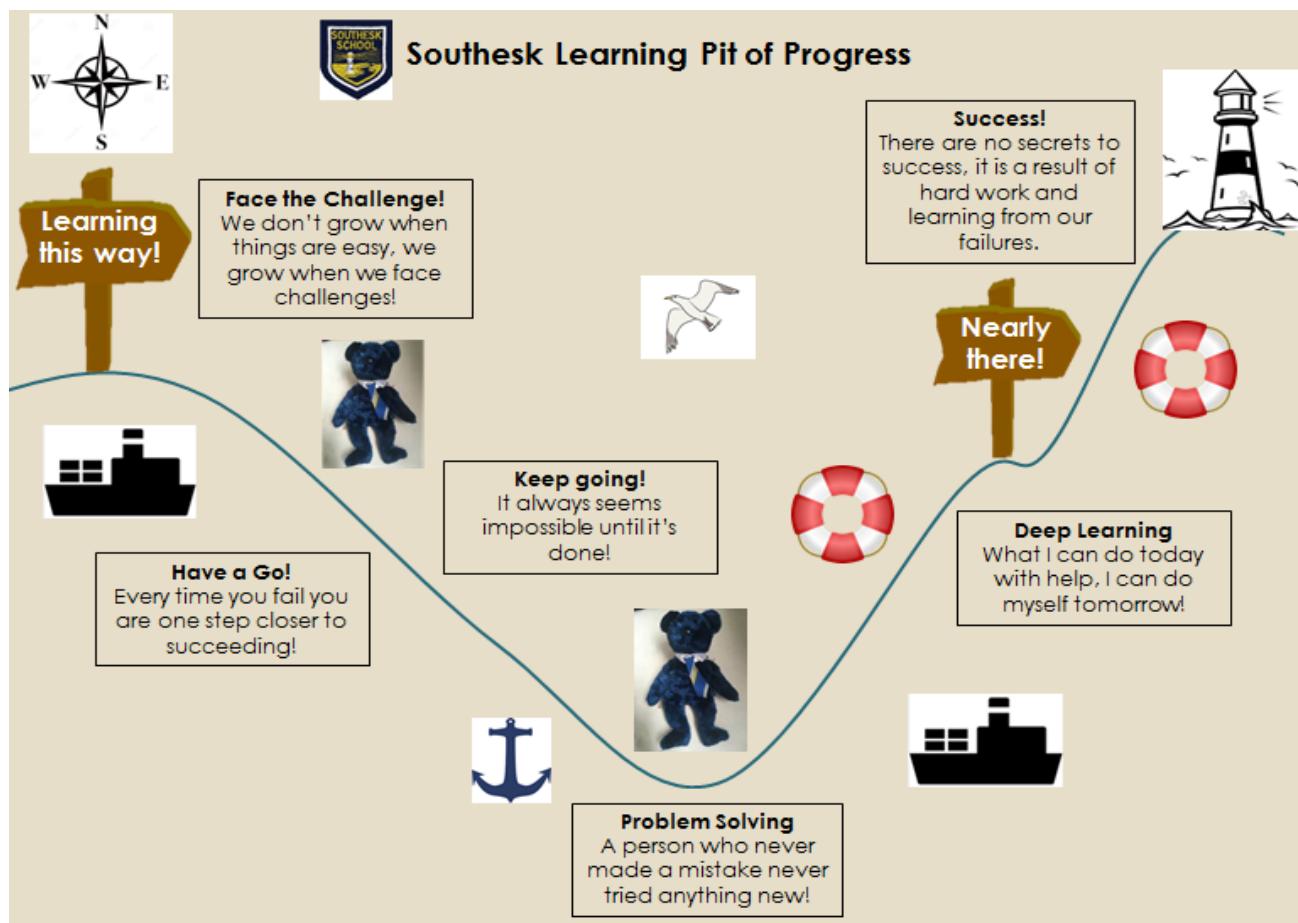
The Anger Rules

It is ok to feel angry but it is not ok to:

**Hurt yourself
Hurt others
Damage Property**

Everyone feels angry some times. The anger rules let pupils know that this is normal but that there is a way of keeping pupils and everyone else, safe when someone is angry.

The Learning Pit



This is the Southesk Learning Pit. There is one like this in every classroom and all of the classes at Southesk can talk about the Learning Pit as a place that they must go in to in order to learn more deeply.

Each class presented at Assembly to create a Southesk Learning Pit to be in every class. This design was made by Miss Henderson's P2 class who wanted to include images from the Harbour and Lighthouse since they are so close to us. We even wanted to have a seagull in our Learning Pit.

We all use the Learning Pit regularly and have conversations about taking on the challenge of learning. We know that going into the learning pit is a positive experience and that we can only learn if we are willing to take on the challenge of climbing into the pit.

The messages around the pit remind us to Face the Challenge, Have a Go and to Keep Going – no matter how hard we are finding it.

We talk a lot at Southesk about 'Celebrating Mistakes'. The final message on the Learning Pit tells us that there are no secrets to success but that it is the result of hard work and learning from our 'wonderful' failures.

CELEBRATING ACHIEVEMENT

We do not operate reward charts and systems at Southesk – we value being intrinsically motivated. This means that we work hard and try our very best because we want to succeed, not because we want to get a reward.

The Jar of Good Choices lets our teachers and any other adults working in the school point out when they see the Golden Rules being followed. We work as a whole class team to fill the jar and we support each other.



When the jar is full, we stop what we are doing and we play a game as a whole class. We learned lots of games with our teachers and we have learned lots of clapping and singing games.

Prizes are awarded for sporting events, both team and individual. Each January poetry prizes for Scots poetry across the school is awarded. The 'S' Factor competition is also held in the Spring term to allow children to demonstrate their skills in performance.

Over and Above awards recognise behaviours and actions that were 'Over and Above' the Golden Rules and school expectations. At Assembly the pupils chosen are read out and we find out the reasons why they have been chosen. Our teachers link the Awards to the 4 Capacities for Learning.

The 4 Capacities are:
Successful Learners
Confident Individuals
Responsible Citizens
Effective Contributors



The pupils chosen then bake on a Friday morning and we can invite a guest to 'Coffee Club' on a Friday afternoon where we can celebrate the success and then give our invited a guest a tour of our classroom and showcase our learning.

EXTRA-CURRICULAR ACTIVITIES

There are extra-curricular activities available for your child to participate in, these include:

- School Football (Monday 3.30 – 4.30pm)
- Links Park Football (Wednesday 3.30 – 4.30)

Our extra-curricular activities have been severely impacted by the Covid-19 guidance and protocols.

Any opportunities will be shared with your child through their class teacher and on Seesaw and if they are interested in attending they may need to return a consent form. The form should be completed and signed by a responsible adult in the family home and returned to school. Clubs are added and extra opportunities occur throughout the year.

PUPIL FORUM

There is a Pupil Forum at Southesk School. This involves all pupils from P4 – P7 meeting at least monthly to share ideas and plans for moving the school forward. Pupils are involved in Curricular and extra-curricular decisions about the life of the school.

THE PUPILS AND PARENTS VOICE

Personalisation and choice is one of the seven principles of curriculum design and children and young people throughout their education will have the opportunity to discuss with their teacher the context in which they learn and how they will approach the learning. Staff will discuss new learning with the children at the beginning of a new topic and plan together the areas of specific focus e.g. World War 2 – The Battle of Britain. This will be shared with parents through Seesaw and parents will be invited to support the learning by sharing resources from home e.g. ration book or visit the school to share a talk.

Parents will be invited to share comment regarding the planned work for their child at various points throughout the year through Seesaw and Glow Forms and are encouraged to feedback comment at any time. We also share our learning on Twitter frequently.

LEARNING OPPORTUNITIES

Your child will learn in a variety of different contexts and groups including ability, co-operative and social. Some tasks will be completed as part of a group whilst, others will be completed individually.

Children are actively encouraged to play an important part in their learning process. This will be done through setting individual targets, helping class teachers to devise success criteria in lessons and through planning within their topic. They are also supported to assess their own and others' work and to take pride in it at all times.

THE CURRICULUM AT SCHOOL, LOCAL AND NATIONAL LEVEL

- Twitter, @SoutheskPs can be a source of class information, illustrating the work of all classes across the school.
- We use the Seesaw app to demonstrate the learning through a Level i.e. Early Level, N4 – P1, First Level, P2 – P4 and Second Level, P5 – P7. This should demonstrate the learning journey of your child.
- More local information can be found through the link above and national information from the numerous sources listed at the back of the handbook.

EARLY LEARNING AND CHILDCARE

In Scotland all three and four year olds, and some two year olds, are eligible for up to 1,140 hours a year of funded early learning and childcare (ELC). Our ELC class offers sessions between 8am-6pm, 5 days a week, over 46.6 weeks of the year. Other attendance patterns are available in other Angus Council settings and in our wide range of partner nurseries, playgroups and childminders. To find out more about the benefits of ELC and the options available, visit our dedicated ELC web pages at www.angus.gov.uk/earlyyears.

LIAISON WITH SECONDARY SCHOOL

Montrose Academy

Academy Square

Montrose

DD10 8HU

Head Teacher: Malcolm Smart

The school maintains close links with Montrose Academy and other Primary Schools within the Angus area. Our teachers and in some cases our pupils visit other schools and establishments and other teachers and pupils visit us. This process is necessary for the professional development of staff, reciprocal understanding and the establishment of curricular consistency.

MAIN ACHIEVEMENTS

During lockdown, children received effective learning through well organised and communicated learning tasks. The impact and stresses on children learning from home did not have an overtly detrimental effect. Recovery plans and their implementation from August 2020, with a focus of core learning has had a positive impact in recovery of lost learning from Term 4 in 2020.

In June 2020, the school purchased a chrome book for all children in P2-7 and a further 49 Chromebooks were allocated to the school by the Scottish Government. Staff undertook training to make most effective use of the Chromebooks and during Term 2, pupils in P3-7 were given access and training to use these devices at school and at home. This proved invaluable learning in digital literacy and was instrumental in us being able to provide high quality learning during the lockdown period from January-March, 2021.

In addition to these devices, all classes adopted Seesaw to communicate with parents and carers on a weekly basis. This communication tool proved to be highly successful as both a way to share class and individual learning as well as to communicate and forth with families.

Parent Council members commented on how the use of Seesaw had impacted positively on communications, the speed and immediacy of these and how much they enjoyed seeing their children's work, as well as being able to communicate and ask questions during lockdown.

We have used our move to the new ELCC setting and exploring this as a catalyst to really enhance our outdoor provision. We were fortunate to receive a Scottish Government Outdoor Clothing grant of £1000 which allowed us to ensure every child in the setting has access to full outdoor clothing and footwear which means they can be outside learning for the whole session in all weathers.

IMPROVING STANDARDS

In the ELCC our main focus over this past year has been to refresh all systems and processes in the setting to ensure a more robust approach to our planning cycle and quality assurance. This includes our approaches to planning, monitoring/tracking and assessment as well as considering ways to track and celebrate achievement both in and out with the setting. We have also developed new systems for tracking. We have also refreshed our practice in documenting learning both in general and for individual learners. We have done this through targeted work around the effective use of floorbooks and folios.

In the school we have focused on moderation as a staff team and as part of the Montrose cluster. We are looking at scored writing and how we assess where children are within levels.

SCHOOL IMPROVEMENT PLAN

The School Improvement Plan for 2021-2022 has 3 Core Drivers:

- **High quality learning and teaching to ensure teachers and pupils are assessment capable learners, raises attainment and achievement.**
- **The culture and ethos of Southesk is rooted in the importance of collective efficacy through collaboration.**
- **Data and evidence are used at Southesk to measure impact of teaching and learning and, improved outcomes for learners.**

Following an HMIE inspection of the school in February 2020, the school has further action points incorporated into the improvement plan for 2021-22 (Covid-19 has delayed the implementation of these prior to this).

There is a copy of our SIP on our website and you can always ask for a copy if you require.

HMIE Action Points

- Continue to improve approaches to assessment to ensure all children make suitable progress and to raise attainment for all.
- Build on current approaches to monitoring and evaluating the work of the school and nursery to more effectively demonstrate improved outcomes for children.
- Review the curriculum to ensure it is relevant to the children of Southesk, developing their skills for learning, life and work.

The rest of the plan then details how we intend to meet these drivers. This includes work with staff in school, outside partner agencies, the pupils and parents/carers.

READ, WRITE, COUNT

The Read, Write, Count programme aims to support parental engagement in literacy and numeracy. Gift bags are distributed annually to all P2 and P3 pupils in Scotland by Scottish Book Trust. The gift bags contain essential literacy and numeracy materials to support children's learning, as well as advice and support to parents.

Studies show a direct link between a strong family learning environment and progress in reading, writing and counting. In addition to the parent guide included in the gift

bags, the Parent Club [website](#) offers a range of hints, tips and advice to help parents engage in their child's learning

FIRST MINISTER'S READING CHALLENGE

The First Minister's Reading Challenge is an inclusive, exciting programme for all children – fostering a love of reading for pleasure. Research shows that reading for pleasure is crucially important for children's development.

The Challenge is open to all local authority and independent primary and secondary schools across Scotland, as well as, libraries and community groups. You can find out more information on the Challenge and also how schools can register to take part [here](#).

A reading app called Bookzilla, aimed at S1-S3 pupils, helps them find and recommend books and to set themselves reading challenges.

PARENTZONE SCOTLAND

Parentzone Scotland is a one-stop shop website for information and advice on education and learning in Scotland. The website continues to be updated and improved and can be accessed [here](#). Why not check out the website for ideas on how you can support your child's learning.

HEALTH CARE

You can contact your school health staff at: -

School Health

Links Health Centre

Frank Wood Way

Montrose

DD10 8TY

Tel: 01674 675115

USEFUL LINKS AND CONTACT DETAILS

Angus Council

Angus House

Orchardbank Business Park

FORFAR

DD8 1AN

Tel: 03452 777 778

Email: ACCESSchoolsLearnBSU@angus.gov.uk

ANGUS COUNCIL WEBSITE

Visit angus.gov.uk/schools for information that applies to schools across Angus on topics including:

- holidays
- meals
- school payments
- attendance and absence
- assessment and reporting
- transport
- drugs education
- religious and moral education
- transitions
- ...and more

FINANCIAL ENTITLEMENT DIRECT LINKS

- [Free School Meals and Clothing Grant](#)
- [EMA \(Secondary Schools\)](#)
- [Welfare Rights/Benefit Calculator](#)

OTHER WEBSITES

Find useful links to other websites at angus.gov.uk/linksforparents