

Lainshaw Primary School & ECC



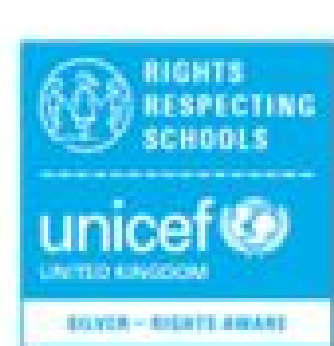
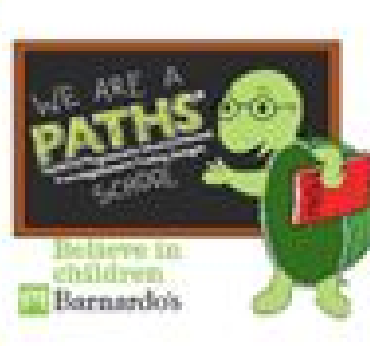
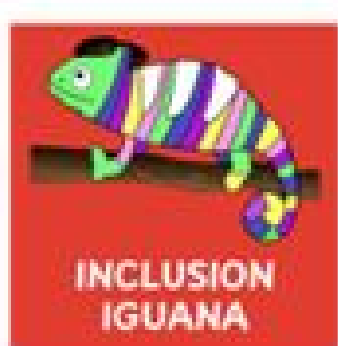
Lainshaw Primary School & Early Childhood Centre

Kilwinning Road

Stewarton

KA3 3DL

Telephone No:	01560 483653
Email:	ealainshaw.ps@eastayrshire.org.uk
School Blog	https://blogs.glowscotland.org.uk/ea/lainshawps/
Twitter:	@LainshawPS_ECC
School App	Safer Schools App
Denominational Status:	Non-Denominational
School Roll:	School Roll 321 ECC Roll 15 allocated to 2 year old children 64 allocated to 3 – 5 year old children
Further Information:	www.east-ayrshire.gov.uk/schoolhandbooks



Dear Parent/Carer,

On behalf of our whole school team, I would like to extend a very warm welcome to you and your child as you join Lainshaw Primary School and ECC. We hope that this handbook provides useful information about our school and how we provide the very best experiences for all of our children and young people.

At Lainshaw Primary School and ECC, we believe that learning and the process of education begins before children come to school and is continuous. Our vision is to provide high quality education in a safe, respectful and inclusive environment where all needs are recognised, accepted and met within an ethos that nurtures a desire for life-long learning and aspirational achievement.

Inclusion, partnership working and relationships-based practice are at the heart of everything we do here and enables us to deliver a balanced, engaging, challenging and enjoyable curriculum. We aspire for all our children to develop into successful learners, confident individuals, responsible citizens and effective contributors.

We are very proud of our children, our staff and families who together, have created the positive, warm and welcoming ethos you will experience in our school.

If you would like to visit Lainshaw and meet the staff and children who make our establishment a happy and successful learning environment, you would be made most welcome. Please telephone the main office on 01560 483653 to arrange a visit.

We look forward to welcoming you into the Lainshaw Community and hope that your child will enjoy the many and varied opportunities for learning and wider achievement offered here.

With kind regards,

Jennifer Martin

Head Teacher



A Brief History

Lainshaw Primary School and Early Childhood Centre (ECC) is situated on the outskirts of Stewarton, a thriving community from which people can easily commute to Glasgow, Kilmarnock and Irvine, while still enjoying the benefits of the rural life of the town. The establishment enjoys a pleasant outlook being surrounded by a large grassy area which looks onto Lainshaw Woods and is framed by the railway viaduct.

The building, which was formerly Stewarton High School, has been adapted to suit the needs of primary and ECC children. The establishment provides extensive accommodation including multiple classrooms, a large assembly hall and separate gym hall. The building has been extended over the years with the addition of our Two Year Old playroom and an additional two classrooms accommodated in our temporary building known as 'The Pods'.

The school is a non-denominational, co-educational establishment, catering for pupils from Early Years to Primary 7. At present, the roll consists of approximately 369 school pupils and 79 children in the ECC.

Our Vision

To provide high quality education in a safe, respectful and inclusive environment where all needs are recognised, accepted and met within an ethos that nurtures a desire for life-long learning and aspirational achievement.

Our Aim

To foster a love of learning, respect for each other, and pride in our community.

Our Values

Responsibility - Taking ownership of our actions.

Respect - Being kind and considerate to others.

Inclusion - Making sure everyone feels welcome and included.

Community - Work together and support each other.



Partnership with Parents

Parents/Carers are actively involved in the life of the school. We encourage parents/carers to volunteer within the school as support for learning, guest speakers and school excursions.

Parents are invited into school to the school and ECC to participate in various school events including:

- Meet the Teachers
- Parent Consultations
- Pupil Reports
- Class Assemblies and Celebrations
- Prize Giving
- Leavers' Ceremony
- Sharing the Learning Afternoons
- Stay and Play

We aim to keep parents informed of all events and achievements in the school. Our main methods of communication with parents/carers are:

- School App
- Termly Class Newsletters
- Head Teacher Newsletters
- Learning Journals

Throughout the session, parents are encouraged to contact the school and ECC at any time to discuss the progress of their children. In the first instance, contact should be made with the school, to arrange an appointment with the Class Teacher. Parents are welcome to speak to the Early Years Practitioners at the beginning or end of the session. However, if you wish to discuss something in detail or in confidence, an appointment can easily be arranged.

Whole School Mrs Jennifer Martin (Head Teacher)

ECC Mrs Leanne Bruce (Depute Manager)

P1-7 Mrs Fiona McFarlane (Acting Depute Head)

Parent Council

Our Parent Council work in partnership with our school, ensuring parent voices are heard and that they are actively involved in the education of their children. The Chair of the Parent Council is Mr John Semple, who would welcome any parents to attend their monthly meetings. Please contact lainshawps.pc@gmail.com for more information.

Parents' Association

The PA are committed to ensuring all children benefit from the money they raise throughout their school journey. The PA have paid the cost of the buses for school trips, funded playground equipment, bought club supplies and purchased dance costumes to name but a few of their supports. If you would like to join the PA meetings, they take place monthly on Tuesdays in the Hub at The Cross. Please contact the school office for more information.

Wider Community Links

We are very proud of the reputation we have within the Stewarton community. We make good use of the local community through walks, visits and working alongside local businesses. Members of the community are invited into our establishment to talk with the children and to support learning with the school and links to World of Work.

Lainshaw Primary School takes part in local events including: Ayrshire Sportshall Athletics, football, netball and cross country competitions, Kilmarnock Rotary Club Quiz and Stewarton Bonnet Guild to name but a few.

Enrolment

Parents/ Carers who wish to visit the School and ECC prior to enrolment should contact the school office where we will be delighted to make suitable arrangements.

ECC

Registration for our Early Childhood Centre should be completed online on the East Ayrshire Council's website. The dates for registration are usually advertised in the local community and takes place in February of each year.

Primary One

Registration for children due to start Primary One in August takes place in January. The dates for registration are posted in the local press and within the community. Enrolment is completed via an online form through East Ayrshire Council's website.

School

Any parent/carers wishing to enrol their child at any other time should contact the school office where they will be provided with further guidance.

Transitions

ECC to Primary One

We provide children and their families with a robust ECC to Primary One transition programme, where pupils are given the opportunity to familiarise themselves with the school building, routines and staff. P1 teachers and SLT liaise closely with the various Pre-5 establishments, including visiting children in their own ECC setting. A few of our transition opportunities include:

- Stay and Play transition event.
- New P1 teachers read book to pupils during World Book Day.
- P5 Buddies who visit the ECC weekly.
- ECC and P1 Easter Assembly to parents.
- Transition Wednesdays - fun activities in the P1 classrooms.
- Visit to dinner hall
- Snacktime in P1-3 playground.
- Primary 1 information session for parents/carers.

Primary 7 to S1

Lainshaw Primary works closely with Stewarton Academy to ensure a well-planned transition programme, including:

- Maths Week visit from Stewarton Academy Maths teacher
- S6 Transition Team visits P7 classes
- Visit from Stewarton Academy teachers
- STEM/ PE event at Stewarton Academy
- Parent Information Evening
- Question and Answer session from Stewarton Academy
- Two transition days at Stewarton Academy
- Fresher's Disco at Stewarton Academy

Stewarton Education Group Establishments

Kilmaurs Primary School, 15 Sunnyside, Kilmaurs.	01563 538388
Nether Robertland Primary School, Pokelly Place, Stewarton.	01560 482035
Dunlop Primary School, Main Street, Dunlop.	01560 484098
Stewarton Academy, Cairnduff Place, Stewarton.	01560 482342

Opening Hours and School Holidays

The school and ECC are open from Monday to Friday during the school term.
Please click the link below to view East Ayrshire Council school holiday dates.

[EAC Holiday Dates 2026 - 2027](#)

School Opening Hours

Open 09:00
Interval 10:40 – 10:55
Lunch 12:35 – 13:20
Close 15:00

ECC Opening Hours

All day Session 09:00am – 15:00pm

Am Session 09:00am – 12:30pm

PM Session 12:30pm - 15:00pm

(Doors will open at 8:50am & 2:50pm to allow parents to drop/collect siblings from school)

School Staff

Head Teacher	Mrs Jennifer Martin
Depute Head (Acting)	Mrs Fiona McFarlane
Principal Teacher	Miss Johanna Flannagan
Principal Teacher	Miss Vicky McFarlane (W, Th, F)
Principal Teacher (Acting)	Mrs Wendy Larman (Th, F)

P1M Mrs A. McGrath	P1D Miss E. Dudgeon
P2L Mrs J. Lochrie	
P2/3 Miss B. McGill	
P3N Miss C. Neill	
P4R Miss R. Roberston	P4H Miss E. Hunter
P5L Mrs L. LeMasurier	P5F Miss J. Flannagan
P6M Mr S. Mair	P6MH Miss R. Houston and Mrs L. McCutcheon
P7W Mrs S. White	P7L Mrs W. Larman

NCCT Miss V. McFarlane

ECC Staff

Depute Manager

Mrs Leanne Bruce

Senior ELCP (Acting)

Mrs Rebecca McGregor

ELCP

Ruth Kilpatrick
Lorraine Law
Debbie Simpson
Yvonne Anderson
Karen Marshall
Jamie Batey
Dawn Turnbull
Gayle Burrett
Stephanie Emme
Stacey Wright

ELCP Support Assistants

Clare Conroy
Kate Murray
Jennifer Naylor

Clerical Team

Senior Clerical Clerical ECC

Mrs H. Lygate
Mrs H. Robinson and Mrs H. Stirling
Miss J. Davies

Classroom Assistants

Miss N. Vincent
Mrs B. Wylie
Mrs A. Robertson
Mrs C. Ewing

EAST

Mrs Fiona Haining

Homelink Worker

Miss N. Ross

Attendance & Timekeeping

Registration is taken every morning and afternoon. If a child has an unexplained absence, a text message will be sent to the main emergency contact number to ensure the child is safe and the reason for absence noted. Attendance is monitored on a six weekly basis and parents/carers will receive a letter if attendance drops below 85%. Should attendance continue to remain below expected levels, a follow up letter will be issued to invite parents/carers to a meeting to allow us to work with parents to maximise attendance.

It is important that children arrive at school on time for the start of the school day. Any pupils arriving late for school will also be monitored. In this case, we will also work with parents to support them in getting their child to school on time.

Reporting an Absence

We request that you let the school know before 0900am if your child will absent that day. The school can be notified via the School App or by phoning the school office. If no notification is received, the school will send a text prompt asking you to call the school, this will then be followed by a phone call if no contact is made. If the office is unable to make contact with the child's main contact, emergency contacts will be phoned.

Positive Relationships

At Lainshaw Primary School, we promote positive behaviour and respectful relationships within our environment at all times. Children come to school from a variety of backgrounds, and this is always taken into consideration when supporting the individual needs of pupils.

Our shared vision is to create a safe, healthy and caring environment where everyone has an equal and inclusive range of learning opportunities and is valued, encouraged, motivated and supported to achieve their full potential and aspirations. We show respect, value each other's views and strive for excellence in partnership with our learning community. We aim to:

- ✓ To create and promote a culture of positive relationships and behaviour
- ✓ To ensure that all learners are treated fairly and shown respect
- ✓ To teach appropriate behaviour through positive interventions
- ✓ To help learners take control over their behaviour and develop self-regulation
- ✓ To build a community which values positive attitudes and empathy for others
- ✓ To promote a consistent approach to relationships and behaviour management
- ✓ To provide simple, practical procedures for staff and learners that ensure consistency
- ✓ Promote self-esteem and self-discipline

School Uniform

Our school uniform comprises of:

- Blue jumper or cardigan
- Grey shorts or trousers
- Grey or 'Lainshaw' tartan skirt or pinafore
- White polo shirt or a white shirt and school tie

A whole school 'dress down' day is held on the last Friday of every month. Please note children are asked not to wear football strips.

P.E Kit

- Trainers or soft shoes
- T-shirt
- Shorts

East Ayrshire Council policy restricts pupils from wearing jewellery during P.E. lessons.

Please label all items of clothing with your child's name.

Security & Visitors

For safety and security reasons it is essential that we are aware who is in the school building at all times. All visitors, including parents, should wait at the school office window where the clerical team will be able to assist you.

All visitors will be asked to sign the register at the front door and sign out as they leave.

In the interests of your child's safety, parents are asked to inform the school or ECC if a different adult is collecting your child from school. We will not allow your child to leave the school with an unknown adult, please do not be offended if you are asked to verify who the adult is.

Home Link (School)

Approaches to home links take many different forms and we always ensure that it is regular, meaningful, purposeful and on-going throughout the academic year. These may take the form of:

- Learning Journals
- Newsletters from Head Teacher
- Meet the Teacher
- Team Around the Family meetings
- Parent Consultation (one per year)
- Formal written report (one per year)
- Class and school assemblies to parents
- Meet the Teacher evening
- Class showcase events
- Parent Council Meetings
- Termly Class Newsletters

Parents are welcome to contact the school at any time discuss their child's progress or any matters causing concern. It is advisable to arrange this by telephone first to ensure that the teacher is available.

Home Link (ECC)

We encourage you to be involved in your child's education as much as possible. Throughout the year there will be lots of opportunities such as Stay and Play sessions.

Home Link activities are being developed to provide activities for you and the family to enjoy at home, these will rotate between Literacy, Numeracy and a Health and Wellbeing theme. We will provide regular questionnaires to gather data around these areas to ensure we are enhancing children's outcomes.

We communicate with parents through monthly newsletters, Learning Journals, our school/ECC App, daily conversations and an open door policy.

Lunches

School

Our school dinner hall provides pupils with a relaxed space to socialise and eat. Pupils are welcome to go home for lunch, have a school lunch or bring a packed lunch to school.

Currently, all pupils are offered free school lunches. The lunch menu can be viewed on ParentPay where you can pre-order meals. If your child is absent from school you can login before 8am and cancel the lunch booking to avoid being charged for the meal. Menus run on a 3 week cycle and parents are issued with a copy at the start of the school term. If your child has any dietary requirements, the school office will be able to put you in contact with our catering team who will happy to help.

ECC

All ECC children are provided with a free school lunch and morning snack. The ECC issue a set menu to parents for each term. Children are encouraged to self serve at lunchtime and help tidy up after they have eaten.

If your child has any dietary requirements, the ECC will be able to put you in contact with our catering team who will happy to help.

Complaints Handling

If you have a complaint about any aspect of the school/ECC, you should contact the office by phone or email. As our establishment has grown rapidly over the past few years we work in departments and the SMT person with responsibility for your child's year group will be your first point of contact.

Administration of Medicine

If your child requires medicine, the medicine to be administered must be prescribed and issued by a doctor or pharmacist. This includes the medicine having a prescribing label and full administration details. Before any medicine is administered at school, parents should contact the school office to complete and sign the appropriate forms. In the instance of ongoing medication, a Health Care Plan will be formulated by the DHT, school nurse (where required) and parent to ensure consistency of administration.

Data Protection

East Ayrshire Council creates, collects and processes personal information about children and we are bound by the terms of the Data Protection Act 1998.

We collect information from children, their parents and guardians and we may also receive information from other sources, such as previous schools.

All information is stored securely and we do not share it apart from the circumstances described below, or where the law requires us to do so.

Under the Act, we are known as the Data Controller and the information we collect is needed for a number of reasons which include, but is not limited to:

- Monitoring and reporting on absence.
- Supporting teaching and learning.
- Monitoring and reporting on your child's progress.
- Providing appropriate care.
- Assessing how well your child's school/centre is doing.

The information we collect will also include details such as contact address or phone numbers and data such as ethnic group, additional support needs and any relevant medical information. Occasionally, we may make information available to other organisations, for example:

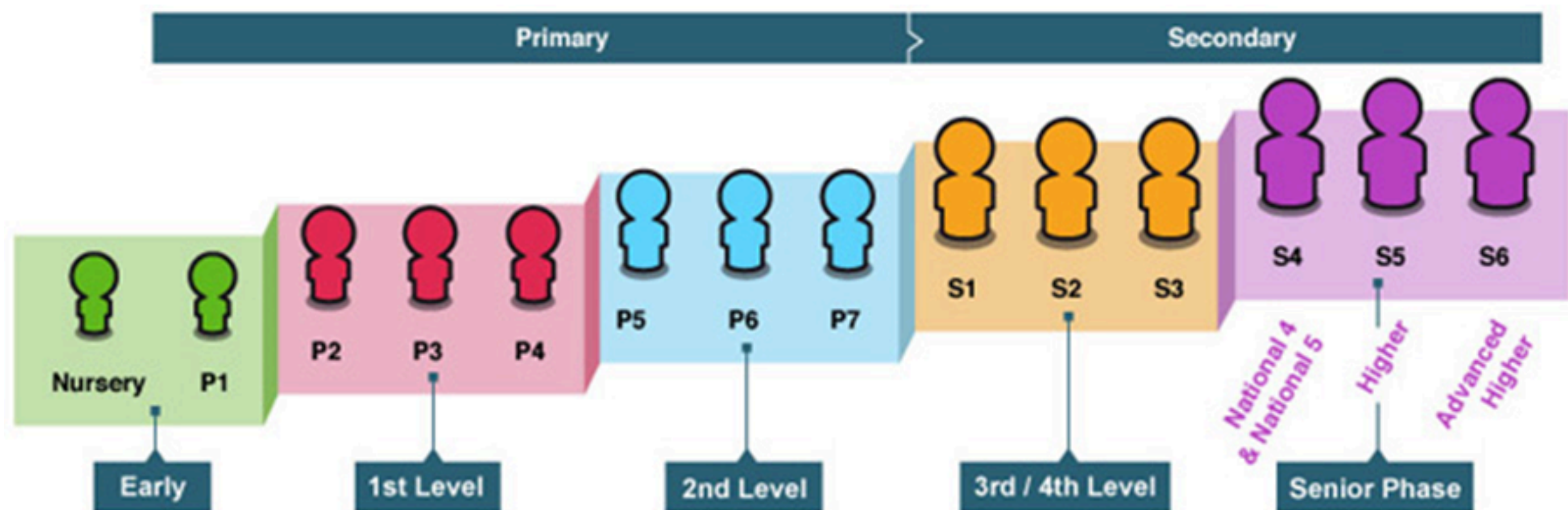
- To other schools/centres if you move away.
- To the Scottish Qualifications Authority for examination entries.
- To the Scottish Government and its agencies.

You can see the personal information we hold about you by making a Subject Access Request. A parent or guardian may make a request on behalf of children under 12.

To do this, please contact the Council's Freedom of Information Officer on 01563 576094, or email: FreedomOfInformation@east-ayrshire.gov.uk

The Curriculum

We follow the guidelines of Curriculum for Excellence for ages 3-18. This is separated into the following levels:



The 3 main areas of the curriculum are Literacy, Numeracy and Health and Well-Being. We also deliver the outcomes through interdisciplinary studies covering a range of curricular areas. Lessons can be in classes, groups, individual and across stages. We want to engage learners to meet the 4 capacities of Curriculum for Excellence and to achieve the curricular benchmarks. Children need to develop the skills they will require in future life, both in and out of the classroom and wider environment.

The curricular areas are:

Literacy & English

Listening and Talking, Reading, Writing, Modern Languages

Numeracy

Number, Money and Measure; Shape, Position and Movement
Information Handling and Problem Solving

Health/Well Being

Mental, Emotional, Social and Physical wellbeing, Planning for choices and changes, Relationships, Sexual Health & Parenthood, Physical Education, physical activity & sport, Food & Health and Substance Misuse

Sciences Science

Planet Earth; Forces, electricity and waves; Biological Systems; Materials; Topical Science

Technologies

Developments in Society; ICT to enhance learning; Business; Computing Science; Food and textiles; Craft, design, engineering and graphics

Social Studies

People, past events & societies; People, place & environment; People in society, Economy and Business

Religious/Moral Studies

World Religions, Developing Beliefs and Values Education

Expressive Arts

Music, Art, Drama, Dance

Literacy and English

Listening

All children are taught to be active listeners. A variety of activities are used including those suggested in the 'Teaching Children to Listen' book written by Jacqui Woodstock. Listening skills are developed through every aspect of the curriculum.

Talking

It is through discussion and talking together that children make sense of their learning; many opportunities are planned for children to talk in pairs or groups, with the teacher and other adults. Children are also encouraged to present to audiences in class and to larger groups.

Reading

Early reading consists of looking at and talking about pictures and then progresses on to matching words and phrases in books. Children are taught to read using a structured reading programme. We recognise that the development of reading skills is very important and value parental support in this.

The use of Active Literacy material ensures that children have a good grounding in phonics.

Our core reading programme is Collins Big Cat. To further develop skills, P5-7 use novels in literacy circles and complete literacy studies. All children are given wider opportunities to read across the curriculum and throughout their learning. Children are also exposed to books through their class and school libraries.

Writing

In the ECC early writing skills are developed through various activities e.g. Writing table and Post Office. Children need to learn how to express themselves in different written formats and for different reasons. They are given the opportunity to express their own ideas and opinions as well as to develop functional writing skills associated with letter writing and form filling. A wide variety of strategies are employed throughout the establishment to motivate and involve the children. We also cover a full range of writing genres.

Spelling

As spelling is an important component of writing, spelling lessons are part of the daily language programme. In P1-3 we use Active Literacy spelling strategies and in P4-7 we use the Wraparound programme. Nessy Spelling is also used from P1-7 to support and develop spelling skills.

Modern Languages

All children are taught basic language skills across the school and ECC. French and BSL are taught to our pupils as part of 1+2 languages. ECC children are also given experience of French and BSL through play and songs.

Numeracy

TeeJay Maths is a well-structured Scottish programme for Primary 1-7 which links in well with the Curriculum for Excellence guidelines. Mental Maths is an integral part of our maths activities. We develop our number pedagogy and practice in the school with resources, including Numicon and Sumdog. As well as number processes, the children learn about shape, measurement, money, information handling, problem solving and calculator work.

Outdoor Learning

All pupils will have regular opportunity to learn outdoors both in the school grounds and in the local community. Parents will consent to this regular localised outdoor learning once at the beginning of session, with medical and emergency contacts being requested. Thereafter parents will be notified of the venues and dates of off site visits, in order that children come adequately prepared. However it is the parents' responsibility to inform the establishment if emergency contacts or medical conditions change or they don't wish their child to participate in a visit.

Health and Wellbeing

Physical Education is delivered through a comprehensive P.E. Programme covering the following components: - Games, Gymnastics, Dance, Body Conditioning and Athletics. It is East Ayrshire Council policy that no jewellery should be worn during PE.

Resources are available to deliver a health education programme covering physical, emotional and social health. Health Education is taught within the formal curriculum through a planned programme and also permeates other areas in the curriculum. If the school is delivering sensitive aspects of learning, parents will be informed and given the option to participate or withdraw their child.

The school follows the PATHS programme which focuses on emotional intelligence and resilience building for the children, equipping them with the tools to self-regulate and deal with their own and others' emotions.

The school delivers a programme of Relationships and Sexual Health. We letter parents/carers to share the content of the lessons and ask their permission to deliver the programme to their child.

Science

Through learning in the sciences, children develop their interest in, and understanding of, the living, material and physical world. In Lainshaw Primary children are encouraged to develop investigative skills which will enable them to become creative, inventive adults. This is done through a range of themes and resources as well as working with STEM ambassadors and academy staff.

Technologies

Children have access to a range of I.C.T. opportunities in Lainshaw. Chromebooks, laptops and ipads are used to enhance the children's learning experiences. We also have Interactive Whiteboards in each class which are used as part of our everyday teaching and learning. A wide range of design strategies and materials are also taught.

Expressive Arts

Expressive Arts promote distinctive ways of understanding self, developing individual abilities and finding personal satisfaction and enjoyment - this is engendered in the Expressive Arts programme which we follow. Most of our art lessons are part of our interdisciplinary studies and a range of skills are developed.

Music

The Charanga Music Programme is in use from Primary 1-7 giving the children access to a wonderful variety of music, from pop to jazz, from classical to country and western. The children are also encouraged to use musical instruments to make their own music as an accompaniment, thus learning about tempo, pitch and rhythm.

Instrumental Tuition

Woodwind and percussion tuition is provided by the East Ayrshire instructors. Primary 6 and 7 are tested for this service. The children are also encouraged to participate in the Primary Wind Band.

Dance

Children are taught creative dance and social dancing at various times throughout the year.

Social Studies

Social Studies is taught through interdisciplinary studies. Children have to interact with the environment all of their lives and will be able to cope better if they have an understanding of it. We aim to provide some of these skills. There are many aspects to Social Studies. We aim to develop knowledge, understanding, skills and attitudes associated with the five components.

Religious and Moral Education

We actively seek to develop a cultural knowledge in children so that they can have a wide understanding of the cultures and religions across the world. They will have a main focus on Christianity, Judaism and Islam, learning about key aspects of each. They will also celebrate particular religious days across the school calendar. Parents who do not wish their children to be part of religious education should contact the school office.

Active Learning

We feel that HOW the children learn is as important as WHAT they learn. Children are encouraged to learn by being involved and the key words are activity and enquiry. They have the opportunity to personalise their learning and are given choice in what they do. They can learn through play, and are challenged and motivated in all of their learning.

Assessment

Lainshaw is involved in raising attainment in Reading, Writing and Mathematics. Children are assessed using formative and summative strategies when they have completed relevant curriculum work. Each child's progress is tracked and monitored by class teachers and SLT who reflect with them on their strengths, learning needs and next steps, and tailor support and challenge based on this. All pupils take part in opportunities to peer and self-assess their work, highlighting strengths and areas for development.