

Nether Robertland Primary School Session 2024/2025 Handbook

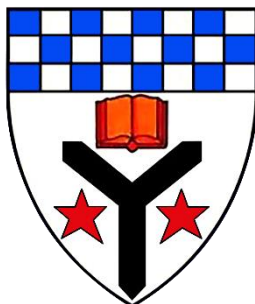


Nether Robertland Primary School

Pokelly Place

Stewarton

KA3 5PF



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Email:	Jackie.beveridge@eastayrshire.org.uk
School Email:	eanetherrobertland.ps@eastayrshire.org.uk
School Blog:	https://blogs.glowscotland.org.uk/ea/netherrobertland/
School App:	Please download the 'School App' onto your mobile device and select 'Nether Robertland Primary School'. Available on appropriate mobile devices
X:	@NetherRob_ps
Parent Council Facebook:	Nether Robertland Parents
Denominational Status:	Non-denominational Co-educational
School Roll:	311 Planning Capacity: 424
Further information:	www.east-ayrshire.gov.uk/schoolhandbooks

Welcome to Nether Robertland Primary School

On behalf of the staff team, I would like to take this opportunity to welcome you and your child to Nether Robertland Primary School (NRPS). I hope you will find this handbook helpful in preparing you and your child for their learning journey at our school.

In partnership with you, we aim to provide a broad and balanced curriculum that allows each child to reach his or her full potential both in formal learning and in wider aspects of life, in an ethos of achievement.

The ethos at NRPS has been nurtured and cultivated over many years to create a warm, nurturing, inclusive environment that celebrates success while being adaptive and responsive to all children. It creates an engaging and stimulating environment where children feel secure and cared for. The ethos is centred around inclusion, equality and diversity. Our staff are passionate, caring and encouraging of all within the school. Staff work hard and are committed to continuous professional development to ensure the inclusion and success of all.

Our aspiration for all children is that they become successful learners, confident individuals, responsible citizens and effective contributors within our community, ensuring they are Safe, Healthy, Active, Nurtured, Achieving, Respected, Responsible and Included (SHANARRI).

The school has long standing partnerships which are based on mutual trust and respect for the particular contribution each partner brings. We work in partnership with a range of stakeholders including parents/carers, the local community and businesses, Rascals, Stewarton Academy, the Early Childhood Centres, the Parent Council and charitable organisations. These partnerships support us to transition children on their learning journey and provide other resources and experiences for them. We work closely with our parents/carers to foster positive relationships and to support with their child's learning, attainment and achievement. Our school strives to cultivate new partnerships to further improve the school experiences for our children.

If you have any further queries regarding establishment matters please do not hesitate to contact me.

Yours sincerely,

J Beveridge

Mrs J Beveridge

Head Teacher



Rationale

In arriving at our improvement priorities, we took account of East Ayrshire's Integrated Children and Young People's Service Plan and East Ayrshire Council's Community Plan. We also took account of the legislative responsibilities in respect of *Getting it Right for Every Child* (GIRFEC), parental involvement, health promotion, disability and equality.

Vision and Values

We strive to live by our school values of **Respect**, **Responsibility**, **Teamwork** and **Determination** in school, at home and in our local community. The shared language we created is promoted at every opportunity.

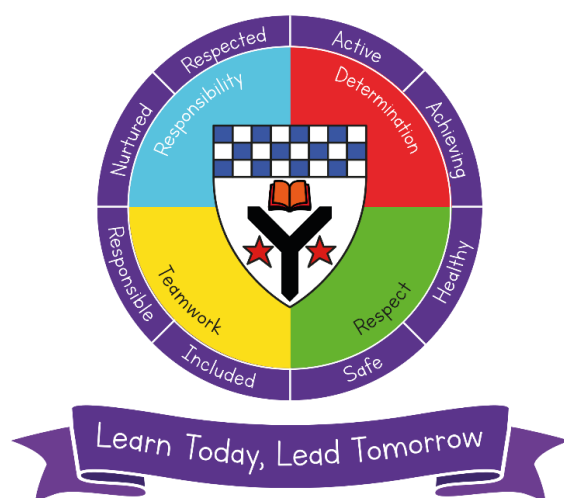


During a recent HMIe inspection, the following was shared.

‘Children are very proud of their school, work well together and enact the school values in everyday life.’

‘Senior leaders provide a clear direction and strategy for continuous school improvement based on values and a vision that encourages children to achieve their best.’

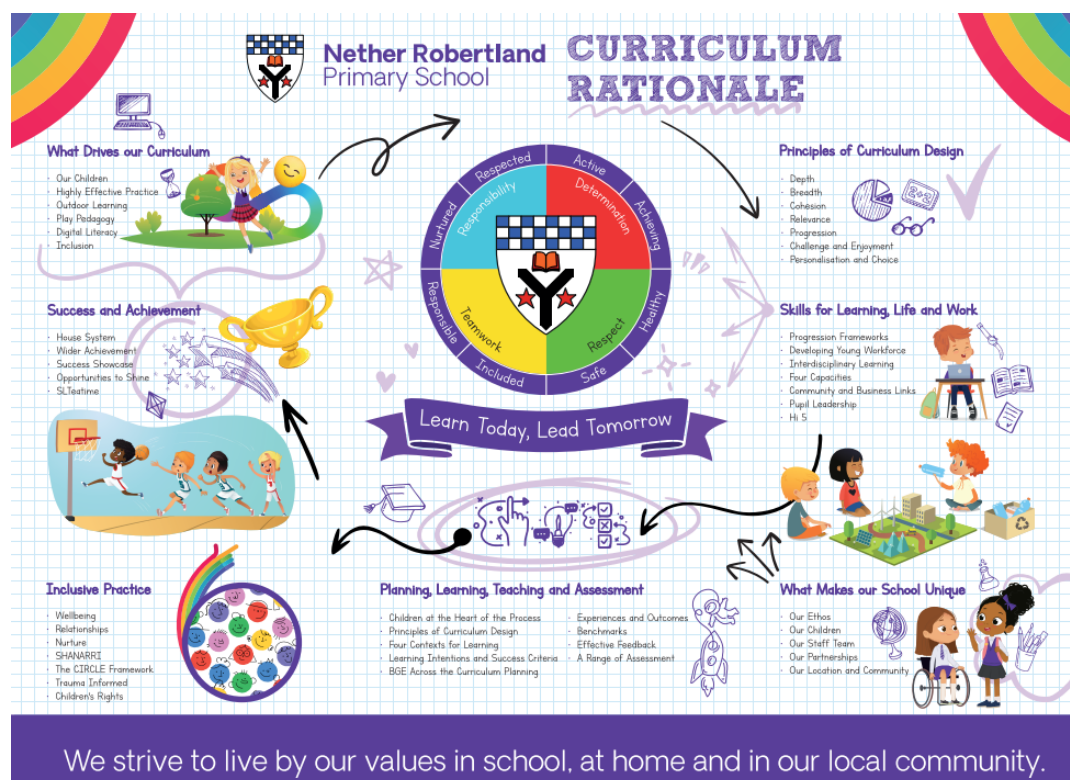
Our vision is understood and shared by everyone in our school community, with everyone striving to **Learn Today, Lead Tomorrow.**



Curriculum Rationale

When a school has a rationale for its curriculum, it means that everyone involved with the school can answer the questions ‘What do we want for our children and how will we work together to achieve this?’ (Education Scotland)

We have recently updated our Curriculum Rationale. This helps us ensure that everyone within our school and community is clear about what we are aiming to achieve and what our key drivers are.



Parental Involvement and Engagement

Parents' involvement and engagement with their child's education and learning is crucial, therefore as a school we wish to actively involve you, the families and parents, as much as possible. Our school thrives on the partnership we build with you and our community.

At NRPS, you can be involved and engaged in your child's learning in a variety of ways, as you can see below.

- Being part of or supporting the Parent Council
- Engaging with all communication so that you know what is going on in school and can get involved
- Attending whole school events
- Being a parent helper on school trips
- Volunteering to support in class with learning and teaching
- Attending parent workshops and parental engagement sessions

Personal Learning and Achievement

Personal learning and achievement is an essential part of a child's learning. It promotes skills for life and work as well as skills for learning, and can help in our young people being confident, highly motivated and engaged in school and their wider community.

To help celebrate what our children and young people learn outside of school, we will have six Personal Learning and Achievement Assemblies throughout this session. This will give your child the opportunity to share what they have learned, what skills they have developed and just anything they are proud of and want our whole school community to know.

How to share your child's personal learning and achievement with us

- Keep a note of the Personal Learning and Achievement Assembly dates (See app calendar or Diary Dates calendar)
- Prior to this taking place, or at any time at all, go to our app and do the following:
 - Open the Information Tab
 - Click on Email the School – eanetherrobertland.ps@eastayrshire.org.uk
 - Email the school information about your child's achievement and attach any photos, photos of certificates, photos of your child with a trophy/medal or anything else that you think is necessary

If your child has anything they would prefer to bring into school (medals/trophies), they can bring these in on the Personal Learning and Achievement Assembly day.

School Information

* Please note that the working capacity of the school may vary dependent upon the number of pupils at each stage and the way in which classes are organised.

Stage	Current Roll	Stage	Current Roll
P1	44	P5	39
P2	57	P6	41
P3	43	P7	57
P4	30		

Nether Robertland Primary School is situated in the town of Stewarton, at the heart of a very close community. It was built in 1973 and in 2023, the school celebrated its 50th anniversary. It is part of the Stewarton Education Group. Stewarton is a rural community situated six miles north of Kilmarnock. A number of children who attend the school live in the outskirts of the town and outlying farms and travel by bus or taxi. When children reach secondary age, they transfer to Stewarton Academy.

The school currently has 12 classes with a roll of 311 children. The building is semi-open plan, consisting of 14 classrooms, two flexible learning spaces, gym hall, dining area, GP area, library/music room, main office, Nurture space, staff room, staff base, Head Teacher office, DHT office and reception. The school is within an enclosed playground. It has a large playing field area, trim trail, sandpit and an outdoor classroom, making it perfect for outdoor learning opportunities.

School Hours:

09.00 – 10.40

10.40 – 10.55 interval

10.55 – 12.35

12.35 – 13.35 Lunch break

13.35 – 15.15

Enrolment

For children due to start school for the first time in August, registration will take place online in January. Details of placing request procedures can be obtained from the school office or from the East Ayrshire's Website. By contacting the Head Teacher arrangements may be made for parents wishing to visit Nether Robertland Primary School.

Transitions

Transitions are the moves children make from ECC to Primary 1, from stage to stage, from Primary to Secondary and between schools. Transitions work well when children are supported before, during and after and where transfer of information is effective. In NRPS, we have clear and effective transitions processes which ensures all transitions go well. These processes allow for

professional dialogue and the passing on of information to ensure coherence and progression across the curriculum.

We have strong links with Nether Robertland Early Childhood Centre and Stewarton Academy. A programme for transition events take place each session. Children with additional support needs will have a Transition 1 meeting in P6 and a Transition 2 meeting in P7.

Communication

We are keen to maintain excellent and open communication links with our families and have several ways in which we do this:

- App – To provide instant information which includes diary dates, messages, news items and ways to communicate with the school. You can also leave an absence message via the app.
- Blogs – The whole school Blog provides information about all aspects of our school. Our P1 and P2 classes have their own class Blogs and you will find the link to these from the whole school Blog in the menu tab.
- Teams – Pupils from P3 to P7 will be part of a class Team and this is where you will find class information including homework, class updates etc.
- X – To share successes and learning. Our Twitter handle is @NetherRob_ps
- ParentPay – We operate an online payment service called ParentPay, allowing you to pay for trips, school meals and much more. This will be set when your child starts school.

Making Contact

The school office can be contacted by telephone between 8.30am and 4.00pm each day. If a parent or carer has a matter they wish to discuss with the class teacher, they should contact the Head Teacher or Depute Head Teacher initially who will make the necessary arrangements. If a parent or carer has a complaint they should request a meeting with the Head Teacher or Depute Head Teacher in the first instance. If, after this meeting the matter is unresolved, parents/carers are requested to complete a complaint form which will be forwarded to the Authority. We hope that with open and honest communication any complaints can be resolved at school level.

Attendance and Time Keeping

Attendance at school is of paramount importance to ensure opportunities for learning are maximised and your child succeeds in all aspects of school life. If your child is going to be absent from school for any reason you must telephone the school 01560 482035 giving the reason for absence. You can also use the school app to report an absence. If a child is absent and we have not had any communication, the school will follow this up by sending a text or calling home.

Parents/Carers are responsible for ensuring that your child attends regularly and arrives on time. Parents/Carers are also responsible for ensuring the safety of your child on their journeys to and from school, except when they are on any transport we provide. Regular and punctual attendance

is linked closely to achievement and staff will work with parents/carers to ensure that children can achieve their full potential.

Attendance and time keeping are monitored by the Head Teacher and will be followed up with parents/carers should any difficulties emerge on a six weekly basis throughout each session.

Illness or Accidents

If we need to send your child home due to illness or an accident, we will contact you to make the relevant arrangements. In the event of illness or an accident which requires referral to the local Medical Practice and/or to the Accident and Emergency Services, parents/carers will be contacted.

Your child may have small accidents in school which may or may not require first aid. If your child has had an injury that requires you to know, such as a head injury, we will contact you.

Administration of Medicines

Where it is considered that medication will need to be administered at school, medication should always be supplied by the parents/carers in its original packaging, labelled by the hospital or community pharmacist. This will ensure the expiry date and any specific instructions or storage requirements are available. Parents may need to obtain a separate prescription for medication to be taken and held at the school.

An administration of medicine form will be required to be completed and signed by parents/carers, in line with authority standards and procedures. The plan of care will be communicated with relevant staff and training will be provided if necessary.

Dress Code

We encourage all children to wear school uniform and be proud ambassadors of NRPS. Our uniform comprises of:

- Purple school sweatshirt/cardigan
- White/purple polo shirt
- White shirt with school tie
- Grey/black school trousers/skirts/shorts
- Grey/purple tartan pinafore/skirt
- School shoes

We kindly ask that names are written on all items of clothing. PE kits should also be provided and in addition, earrings and other jewellery should be removed for PE.

School Meals Service

The Schools (Health Promotion and Nutrition) Act 2007 sets out in detail the National Nutritional Food Standards. School Meals in East Ayrshire offer nutritionally balanced well-presented food in an environment that is sensitive to the needs of children. It offers a good lunchtime experience with an important break in the day away from the classroom, while still being in the safety of the school.

Cashless Catering

Cashless catering systems are in place in all primary and secondary schools in East Ayrshire in conjunction with the Online School Payments. This means you will be able to pay for school meals and snacks using the Online Payment system and will be able to view your child's menu choices, as well as track their spending. Primary 1 to 5 pupils and other pupils who are entitled to free school meals will have their meal allowance added to their account every day. Primary 6 to 7 receive half price school meals.

Online School Payments

A safe and secure system of online school payments has been introduced to all primary and secondary schools, removing the need for your child to carry cash. The payment service is being provided by ParentPay: <https://www.parentpay.com/>

ParentPay is a secure online payment system allowing parents to pay for school meals, educational visits and much more. Parents who do not have access to online facilities or wish to continue to pay in cash can do so by paying through Paypoint facilities at local shops.

Benefits for parents:

- Make payments whenever and wherever you like
- No need to worry about your child carrying cash to school
- Monitor and make payments by instalments for larger items such as school trips
- A single login for all your children regardless of which school they attend
- Alerts for low balances via email and/or SMS text

Further information on online school payments is available online at:

www.eac.eu/onlineschoolpayments

Lunch Orders and Packed Lunches

You can see what is on offer for lunches daily by seeing the daily options on the school app within the calendar tile or by viewing the menus on our school Blog:

<https://blogs.glowscotland.org.uk/ea/netherrobertland/lunch-menu/>

We encourage our families to go through lunch options the night before in order to ensure there is something on the menu your child will enjoy. Alternatively, your child can bring a packed lunch into school.

Photography/Videeing

No unauthorised photography or videeing is allowed within the school premises without the permission of the head of establishment.

Parents/carers are asked to comply with the requests on photography and videeing at school/establishment events which will be published in relation to each individual event. Such requests are made of you solely to protect the interests of individual children and families.

Rascals Out of School Care

Before school and after school care facilities are available and are housed in the main school building. "Rascals" before and after school care can be contacted on: 07949 334945.

School Security

There are security systems in operation on each entrance to the school.

All parents/carers and visitors coming to the school should report to the office at the main entrance before going to any classroom or other area in the establishment. There they will sign the log-in book and be met by an appropriate member of staff. This will increase security and help with fire safety precautions. Visitor badges are issued by clerical staff and you will be informed about the Child Protection procedures.

In the interests of your child's safety, it is essential that you make a point of telling the school if your child is to be collected by someone not known to staff members. It is expected that a responsible adult will bring your child to and from school.

A Drop Off point at the front of the school is now in operation to try and alleviate traffic congestion first thing in the morning.

If your child is absent from school, parents/carers are requested to leave an absence message via the school app or telephone the school office on 01560 482035 before 9.15am. If your child is absent with no notification, you will receive a text message asking you to contact the school as soon as possible.

Staff Information

Head Teacher – Mrs Jackie Beveridge

Depute Head Teacher – Mr Gilroy

Principal Teacher – Mrs Carol Henderson

Principal Teacher – Mrs Laurie Murray

Class Structure and Staffing for 2024/2025

Class	Teacher/s	Class	Teacher/s
P1W	Miss Whiteford	P4H	Mrs Henderson
P1B	Miss Barrett	P5L	Miss Lindsay
P2S	Miss Sawyers	P5/6F	Miss Fitzsimmons
P2H	Mr Howie	P6MG	Mr Mason Mrs Gavin
P3M	Mrs Murray	P7D	Mrs Duffy
P3T	Miss Thompson	P7H	Mr Hyslop
Non Class Contact Time (NCCT)		Mrs McKie Mrs Neal Mrs Singleton	
Senior Clerical	Mrs Lygate	Clerical	Miss Orr Ms Davies
Classroom Assistants	Miss McMillan Mrs Hunter Mrs Henderson	Janitor	Mr Oliver
Catering Staff	Miss Sharp and Team	Facilities Staff	Miss Steel and Team
EAST Teacher	Mrs Cunningham	Educational Phycologist	Mrs Malcolm

Parent Council

The Parent Council at NRPS represents all parents/carers of children who attend the school. They hold five meetings each school year, and the AGM which takes place in August/September at the start of the new school year. Parents/carers are welcome to attend meetings.

The main aim of the Parent Council is to actively support parental involvement in the educational work and life of the school. They also actively fundraise to support the school and provide our children with additional resources and opportunities.

The Parent Council provide a platform for parents/carers to voice their perspectives on their children's education and learning. It provides a vital opportunity to share information and receive advice on matters that affect your child's education and for parents' and carers' voices to be heard.

The parent Council Chair is Lisa Davidson and more information can be found about our Parent Council via our school Blog.

<https://blogs.glowscotland.org.uk/ea/netherrobertland/parent-council/>

School Holidays 2024/2025

Date	Holiday
August	
Monday 19 August 2024	In-service day
Tuesday 20 August 2024	In-service day
Wednesday 21 August 2024	Pupils return
September	
Friday 20 September to Monday 23 September 2024	Local holidays (Ayr Gold Cup weekend)
Tuesday 24 September 2024	Pupils return
October	
Monday 14 October to Friday 18 October 2024	October holidays
Monday 21 October 2024	In-service day
Tuesday 22 October 2024	Pupils return
December/January	
Monday 23 December 2024 to Friday 3 January 2025	Christmas and New Year
Monday 6 January 2025	Pupils return
February	
Monday 10 February 2025	Local holiday
Tuesday 11 February 2025	In-service day
Wednesday 12 February 2025	Pupils return
April	
Monday 7 April to Monday 21 April 2025	Easter holidays (Good Friday – 18 April 2025)
Tuesday 22 April 2025	Pupils return
May	
Monday 5 May 2025	Local holiday (May Day)
Tuesday 6 May 2025	In-service day
Wednesday 7 May 2025	Pupils return
June/July/August	
Monday 30 June to Friday 15 August 2025	Summer holidays
Monday 18 August 2025	In-service day
Tuesday 19 August 2025	In-service day
Wednesday 20 August 2025	Pupils return

School Improvement Plan 2024/2025

Our School Improvement Priorities for 2024/2025 are summarised below:

Our Leadership	Teaching and Learning Together
<p>Key Areas for Improvement:</p> <ul style="list-style-type: none">• Improve learner participation and voice• Develop staff career-long professional learning and leadership at all levels• Enhance Quality Assurance• Maximise parent/carers involvement and engagement	<p>Key Areas for Improvement:</p> <ul style="list-style-type: none">• Ensure high quality planning, learning, teaching and assessment• Improve learning and teaching using effective pedagogies• Develop a creative, innovative and inspiring curriculum which reflects the needs of all learners
Our Wellbeing and Belonging	Our Attainment, Destinations and Achievements
<p>Key Areas for Improvement:</p> <ul style="list-style-type: none">• Enhance approaches to nurture, relationships and behaviour• Further improve inclusion of our groups of children most likely not to be present, participating, supported and achieving• Review the Health and Wellbeing curriculum• Embed children's rights	<p>Key Areas for Improvement:</p> <ul style="list-style-type: none">• Improve approaches to developing digital skills and digital literacy• Further develop approaches to celebrating success and achievement• Continued focus on developing community and business partnerships within our community

Our Successes and Achievements

- Following a HMIe Inspection in January 2024, the inspection team found the following strengths in our school's work.
 - Children who are respectful, polite and confident. They are very proud of their school, work well together and enact the school values in everyday life. They enjoy a wide range of opportunities to develop leadership skills through a variety of committees and groups. This helps children to develop skills for learning, life and work.
 - Strong leadership by the Head Teacher and depute Head Teacher, ably supported by the principal teachers. Senior leaders provide a clear direction and strategy for

continuous school improvement based on values and a vision that encourages children to achieve their best.

- The wellbeing and inclusion of children that is central to all work carried out in the school. Staff model positive and respectful relationships. They use creative and nurturing approaches to support all children to feel included in the life of the school.
- The very effective staff team who provide quality learning experiences for children. This is supported by their motivation and approach to professional learning. Staff utilise robust monitoring processes and very effective partnership working, to improve children's learning, attendance and wellbeing. As a result, children are attaining and achieving well.
- Our Strengths
 - Our children, staff and parents
 - We are a Core Reading School, which we gained in June 2024
 - We are a Gold Rights Respecting School
 - Pupil leadership and pupil voice
 - Community links and partnerships
 - Digital learning across the curriculum
 - Our sporting successes and achievements

