



Welcome Pack

Sorn Primary School

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Welcome to Sorn Primary School

Dear Parent / Carer,

We are absolutely delighted to be welcoming you to Sorn Primary School. Our school is a happy and welcoming place where we emphasise a family and community orientated environment.

The first days of a new school can be a big transition for children but we aim to ensure that everyone is settled with us as quickly as possible.

Within this 'Welcome Pack' we have detailed some useful information to help your family over the coming weeks, months and years.

Please be aware that we operate an open door policy and are happy to help out with any questions or concerns.

Thank you for choosing Sorn Primary School, we can't wait to welcome you into our family.

With best wishes,



Mrs Jennifer MacKay
Head Teacher



Vision, Values & Aims

We developed our Vision, Values & Aims as a whole school community.

Our Vision:

We are cared for, grateful, positive and healthy and we can become anything we put our minds to. We dare to be AMAZING!

Our Values:

Respect, Honesty, Family and Friendship

Our Aims:

When you walk into Sorn Primary School you will;

- See smiles and hear laughter – happiness is our number one priority!
- See our pupils enjoying creative, exciting and engaging learning experiences which are based on delivering a broad, balanced and relevant curriculum.
- See we are not afraid of failing or getting things wrong, we know that these are signs that we are learning. We love a challenge!
- See we respect each other's beliefs and opinions. We know that we can agree to disagree about things but we always value other people's thoughts and feelings and we remain open to new ideas. We respect everyone equally.

We use these as the basis of all expectations in terms of behaviour. We use a restorative approach when discussing behaviour which is reinforced through our Health and Wellbeing lessons and assembly time.

Respectful Relationships Policy



Positive relationships are core to the wellbeing of our whole school community.

We use the East Ayrshire Respectful Relationships Policy and our own Promoting Positive Relationships Policy to ensure that we are clear on expectations.

Please find both policies on our school blog.



The School Day

School Hours

9.00am	– 10.45am	Morning Session
10.45am	– 11.00am	Break
11.00am	– 12.30pm	Middle Session
12.30pm	– 1.15pm	Lunch
1.15pm	– 3.00pm	Afternoon Session

Children are supervised in the school playground from **8.45am** each morning.

Please try to make sure you arrive at school so that the children are ready to start their day at 9.00am.

Lateness can often result in the children being unsettled or missing out on learning time.

P1s attend full days from the start of the year.

Friday Wellness

Every Friday we go as a whole school on a wellbeing walk.

This is part of the children's PE and Health and Wellbeing curriculum.

Please ensure your child / children is prepared to be outdoors on a Friday whatever the weather!

Term Dates

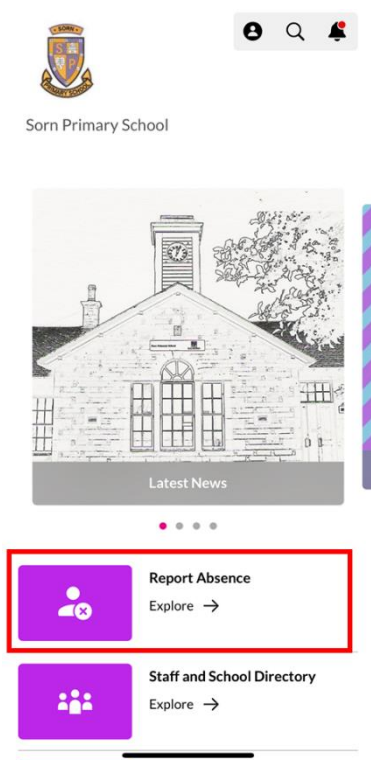
Term / Holiday dates can also be found on both the East Ayrshire Council website and on the Glow Blog.

Absence & Lateness

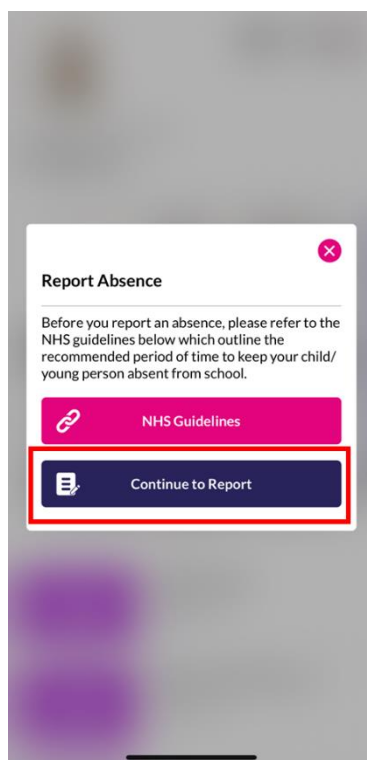
If your child is absent from school please notify us before **9.15am**. Should your child need to leave school at any time, please inform the school as soon as possible and arrange for them to be collected from the school office.

Should you take your child out of school for a family holiday, this absence will be marked as **unauthorised**.

Recording an Absence on the School App



Launch the Safer School App and select "Report Absence" from the home screen.



Confirm absence report by tapping "Continue to Report"

The screenshot shows a web-based 'Report Absence' form. It contains several input fields: 'Reason for absence*' (text area), 'First date of absence*' (date picker), 'Expected date of return' (date picker), 'Name of Young Person*' (text field), 'Class*' (text field), 'Year group' (text field), 'Parent/Carer Email*' (text field), and 'Full name of Parent/Carer*' (text field). At the bottom, there is a 'Submit Form' button with a right-pointing arrow. This button is highlighted with a red rectangular box.

Complete the online form and select "Submit Form" at the bottom of the page.

Having problems getting your child to school?
We are here to support you in any way we can.
Please contact the Head Teacher to see if there is anything
we can do to help your family if attendance is an issue.

Following the Covid – 19 pandemic, there has been a significant increase in the number of absences in schools both nationally and worldwide.

School attendance is absolutely vital to the health and wellbeing of all children and missing school can have a significantly detrimental impact on them.



Drop Off and Pick Up

Children should be dropped off and picked up via the footpath alongside the school car park. Please park on the street outside the school or in the Village Hall car park as the school car park is used for the school taxi and parents of disabled children only.

School Communication

Open Door Policy

We operate an open door policy and welcome the opportunity to discuss your child/ren's progress or supports they may need at any time.

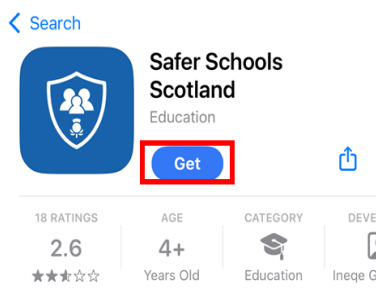
You can arrange a meeting or phone call with any member of staff through the School Office. You can also email the school direct should you require any information or wish to discuss a matter.

Newsletters

Issued across the academic year to highlight the learning opportunities the children have experienced and their achievements in and out of school.

Visit the School App or Glow Homepage for previous Newsletters.

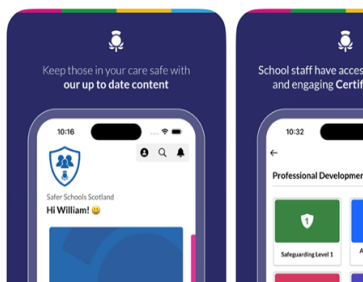
School App



What's New >

Version 1.2.6 8mo ago
Bug fixes and performance improvements.

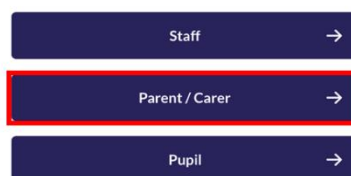
Preview



Download the "Safer Schools Scotland" app. On your initial launch of the app you will be asked to register an account, password will be supplied by the school office.

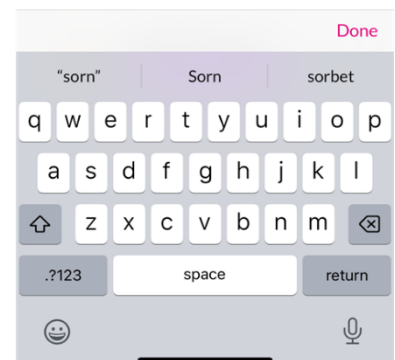
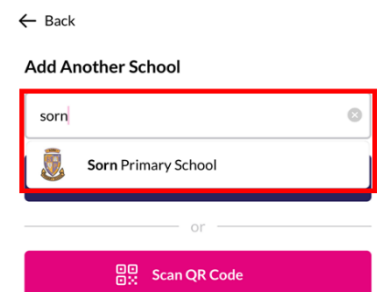


To get started, select your role



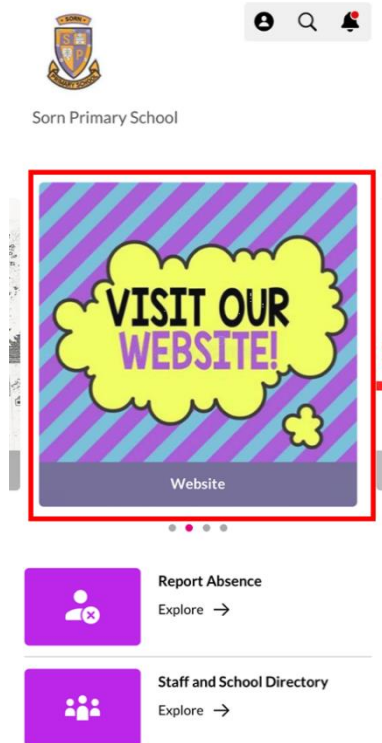
Need Support?

Once you have registered for an account select your role "parent/carer" from the next page to proceed.

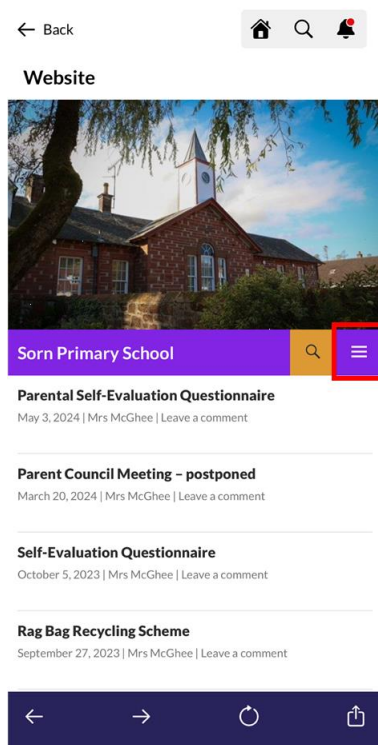


Search and select Sorn Primary School from the search bar and tap continue to launch.

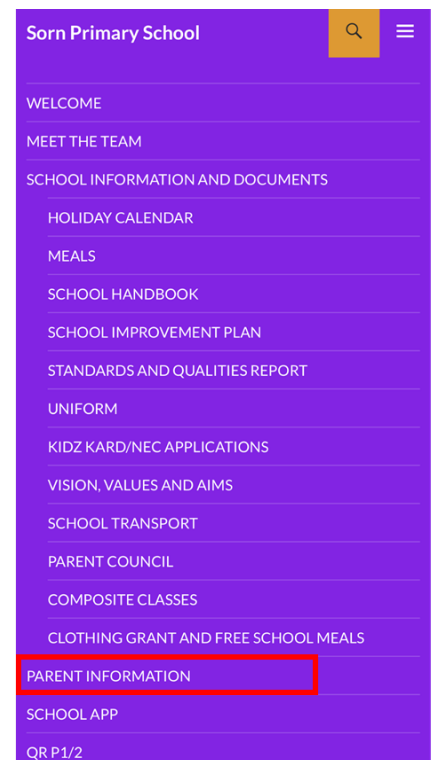
Class Blogs



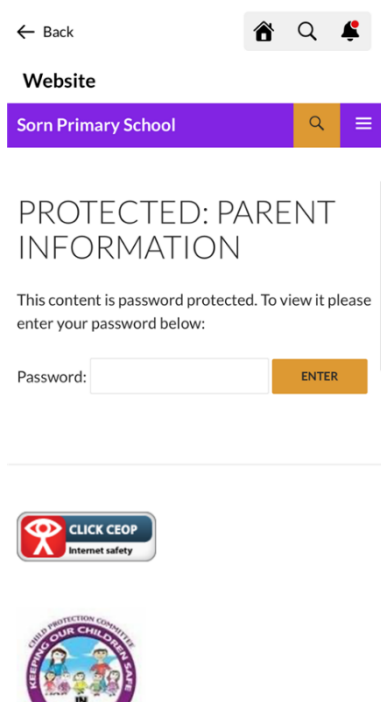
Launch the Safer School App and swipe along the top menu selecting "Website"



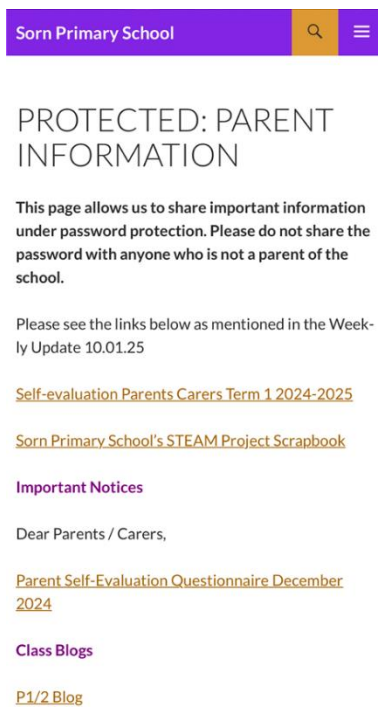
From the website homepage select the three horizontal lines to open the drop down menu



From the drop down menu select "Parent Information"



This section of Glow is password protected. Passwords will only be issued to parents following your child/ren's first physical day at school.



Scroll down and tap the required class blog.

Within the "Parent Information" section of the App you will find;

Parental/carers questionnaires
Digital Scrapbooks
Class Blogs
Homework Grids
Newsletters
Parent Council Meeting Minutes

Uniform



Standard Uniform

- Navy skirt or tartan kilt or pinafore
- Grey, navy or black school trousers
- White shirt or polo shirt
- Purple and gold tie with thin black stripe
- Navy sweatshirt
- Purple fleece

PE Kit

- Shorts, leggings or jogging bottoms
- White polo shirt
- Trainers or sandshoes

Outdoor Learning

To be worn every Friday unless otherwise advised.

- Warm outdoor clothing preferably in layers so that the children can add or take away as necessary
- Wellington boots or outdoor trainers

Where can I buy school uniform?

- [Ayrshire Schoolwear Kilmarnock](#)
7 Princes Street, Kilmarnock
01563 550 200
- [My Clothing.com](#)

Please make sure **ALL** items of clothing are labelled with your child's name.

The children may wish to bring a snack box or lunchbox to school and we would recommend bringing a named water bottle.

PE Kit can be stored in school in a gym bag. No other stationery or supplies for the classroom are necessary.

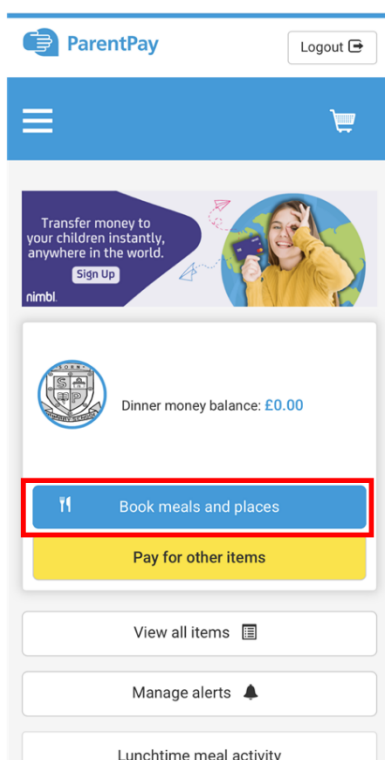
ParentPay

School lunches are ordered via ParentPay. Visit the ParentPay website to register and create an account for your child/ren.

ParentPay is also used to pay funds towards School Fund. These can include payments for trips or outings, non-uniform days, etc.

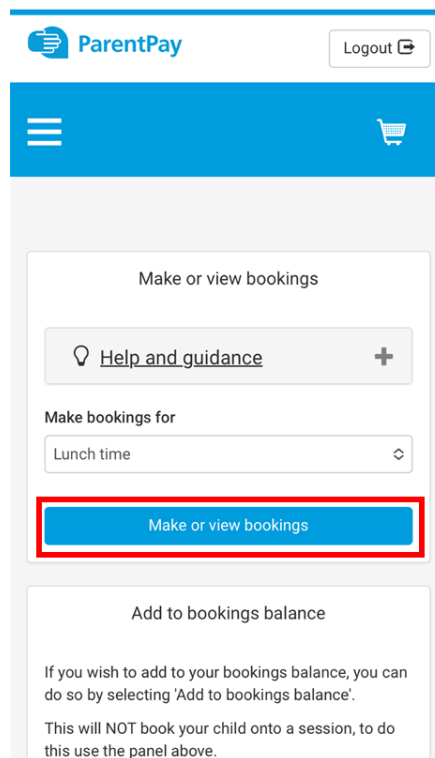
If you require any help using ParentPay please contact the School Office.

Ordering School Lunches

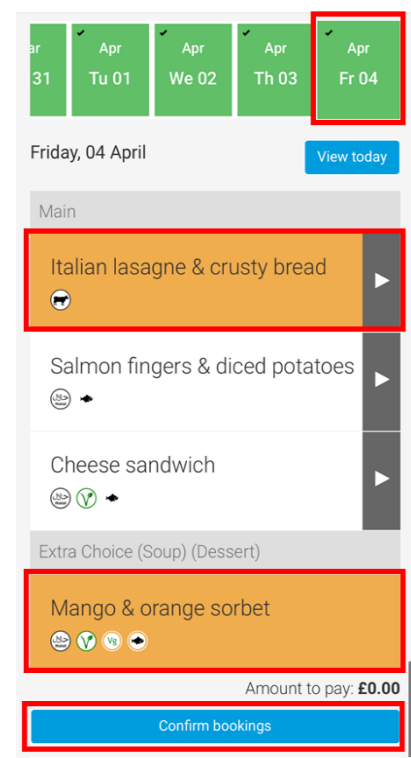


Once logged into ParentPay select "Book meals and places"

Payments towards trips and outings will be highlighted within the yellow "Pay for other items" tab.



From the next screen select "Make or view bookings"



From the top sliding menu select the day you wish to order for, then scroll down and tap the items your child will eat on that day. This will highlight in orange when complete. When finished select "Confirm bookings" from the bottom of the page.

Important Information

Nut Free School

- Sorn Primary School is a **nut and kiwi fruit free school**. Please check any items for snack or lunch to ensure they do not contain **nor** are made in an environment where these foods are present.

Fresh Fruit Snacks

- Fresh fruit is supplied for the children at break on most days.

Homework & Curriculum Overviews

- Homework Grids and Curriculum Overviews can be found in the Parent Information section of the Glow Blog.

Medical & Dietary Requirements

- Should your child / children require any form of medicine please ensure that it is handed into the school office where you will be asked to complete an 'Administration of Medicines' form.

SEEMIS Messaging System

- The school SEEMIS messaging system holds one main contact and will send attendance notifications to the main contact only. It is not possible to generate the automated message necessary to inform all parents/carers. However, should a parent/carer have a significant concern that the main contact is not sharing key information regarding attendance, they should contact the school to discuss possible alternative solutions.

Additional Guidance Policies

Our Additional Guidance Policies are documents created to support our families in understanding Sorn Primary School's role in the child/ren's learning journey. The policies include further information related to the following;

- **Our Curriculum**
- **Our School Improvement Plan 2025-2026**
- **Reporting to Parents & Carers**
- **Tracking, Monitoring & Assessment Guide for Parents**

Hardcopies of these policies are available to view at the School Office, if you would like to discuss these further please ensure you attend our Curriculum Information Evening. Alternatively you are welcome to arrange a meeting with Mrs MacKay to discuss. Please request an appointment via email or by phoning the School Office.

Our Curriculum

Curricular Areas

- Numeracy & Mathematics
- Languages
- Expressive Arts
- Health & Wellbeing
- Sciences
- Social Studies
- Technologies
- Religious & Moral Education

The Scottish curriculum is currently undergoing a review process and information around this improvement cycle will be shared with you as parents and carers as it is released.

This information leaflet is based on our current curriculum structure.

The curricular areas are broken down into Experiences & Outcomes, sometimes called Es & Os. These describe the expectations for learning and progression.

The **Benchmarks** are a set of statements which are used to assess learning. Such as;

Experience & Outcome

MNU 2-01a

"I can use my knowledge of rounding to routinely estimate the answer to a problem then, after calculating, decide if my answer is reasonable, sharing my solution with others"

Benchmark

Rounds whole numbers to the nearest 1000, 10,000 and 100,000.

Rounds decimal fractions to the nearest whole number, to one decimal place and two decimal places.

Applies knowledge of rounding to give an estimate to a calculation appropriate to the context.



The Four Capacities

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



The Four Contexts

- Opportunities for personal achievement
- Interdisciplinary learning
- Ethos and life of the school as a community
- Curriculum areas and subjects

Sorn Primary Curriculum

At Sorn we have our own unique context and staff have worked to develop a curriculum offer which reflects this.

Numeracy & Mathematics, Literacy & English and Health & Wellbeing, as well as some aspects of digital technologies and Expressive Arts, are taught throughout the school year.

To enable immersion and depth of learning in other areas we have a concentrated focus at different times of the year;

Term 1 (Aug – Dec)	Term 2 (Jan – Apr)	Term 3 (Apr – Jun)
Social Studies & Expressive Arts	Science & Technologies	Modern Foreign Languages & RME

We currently have a three year rolling programme in place for each subject area however this will be changing to a two year rolling programme as of August 2025.

Every year we deliver a Curriculum Information Evening where you can see exactly how our curriculum is planned and delivered.

Our School Improvement Plan 2025-2026

How is a School Improvement Plan devised?

- Using self- evaluation evidence for pupils, parents & staff.
- Reflecting the priorities in the East Ayrshire Education Service Improvement Plan
- Considering local, National & International research, reports and trends in education

During May/June a Standards & Quality Report is compiled by the Head Teacher to evaluate how effectively the previous year's improvement priorities have been completed.

The Standards and Quality Report may also inform the following year's School Improvement Plan if something wasn't actioned or only partially completed.



The School Improvement Plan is a working document meaning, it is used and reviewed throughout the school year to ensure developments are still relevant and on track.

The full plan can be found on the school Glow blog by searching 'Sorn Primary School Improvement Plan 2025-2026'

What does self-evaluation look like in Sorn Primary School?

To structure our self-evaluation we use a document, produced by Education Scotland called;

- 'How Good is Our School? Also known as 'HGIOS'.
- This document contains a set of 'Quality Indicators' (QIs) and examples of ways in which we can assess how well we are doing in each area.
- This is what we use as a basis for all of our self-evaluation activities including our parental questionnaires, our pupil discussions and our staff evaluation sessions.
- Staff and pupils also rate each of the QIs for our School

What is on the plan for year 2025/26?

Our Leadership

- All children will be able to identify personal examples of the four capacities.
- All children will be provided with opportunities to develop the four capacities through planned learning experiences.

Teaching & Learning Together

- All children will be able to evidence personal transferable skills through a bespoke profile.
- All children will experience high quality learning opportunities based around interdisciplinary themes.

Our Attainment, Destinations & Achievements

- All children will experience high quality learning and teaching based on Excellent Lessons for Excellent Learners
- HOTS will be embedded into planning and teaching
- Bespoke planning and assessment frameworks will allow tracking across all curricular areas

Our Wellbeing & Belonging

- All pupils will be able to articulate self-regulation strategies.
- All pupils will begin to be able to use self-regulation strategies independently.
- All pupils will be provided with interactions, experiences and spaces to help support their learning.
- Rights Respecting Schools Silver Accreditation

Reporting to Parents & Carers

'Parents and families must have access to information that allows them to form a clear understanding of how their child is progressing, and the information they need to help them play a key role in their child's education'

National Improvement Framework

When we think about reporting to parents/carers, we tend to only consider written reports and parent teacher consultations. However, we actually use numerous different methods to communicate with, and engage, parents and carers in their children's learning.

At Sorn Primary School we have seen that engagement with our children's families directly impacts their attainment and achievement.

Because of this, we have developed different methods to help support our pupils and our families through quality communication.

Engagement must be...

Regular, Meaningful, Purposeful & Ongoing

What does engagement look like at Sorn Primary School?

- Parent consultation evenings, twice a year,
- Written interim reports which include progress against national standard levels
- Scheduled newsletters highlighting the learning opportunities the children have experienced and their achievements in and outside of school.
- Curriculum Evenings to allow parents to see how and why we teach different elements of the curriculum
- Child's Plans for children accessing support.
- Parent/Carer self-evaluation & feedback questionnaires
- Team with the Family (TWF) meetings,
- Events including productions, ceilidhs, fayres etc.
- Class blogs created by the children
- Homework grids and curriculum overviews
- Parent Council Meetings
- Teaching Staff are available at the school gate at the start and end of the day for informal feedback.

Tracking, Monitoring & Assessment Guide for Parents

What is assessment in education?

- Assessment is carried out to establish what children know, understand and are able to do.
- Assessment information is used to track children's progress, plan next steps and report to parents.
- Evidence is gathered in different ways to ascertain progress and attainment

Each curriculum area is broken down into 'Experiences' and 'Outcomes' often referred to as Es & Os.

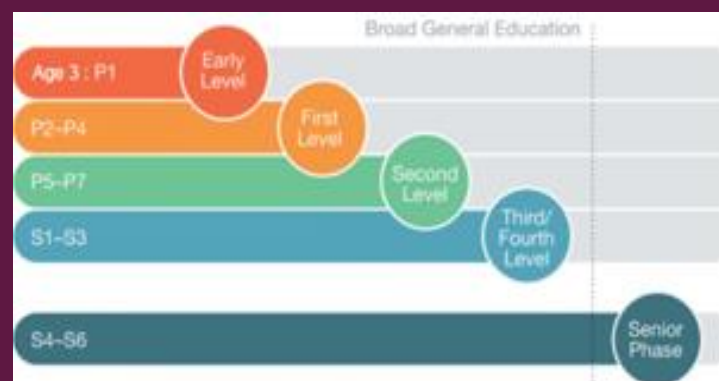
Experiences describes the learning and Outcomes refer to what the learning will achieve, often in the form of 'I can...' statements e.g. I can recognise the difference between fact and opinion.

Each of the Es & Os has associated 'Benchmarks' which support practitioners to make a professional judgement on the children's learning and assign levels to their attainment.

For example; 'Rounds a whole number to the nearest 10, 100 and 1000.

In Scotland the following levels are used to describe a pupil's attainment and progress;

- Early Level (Age 3- P1)
- First Level (P2-P4)
- Second Level (P5-P7)
- Third/Fourth Level (S1-S3)
- Senior Phase (S4-S6)



The Scottish National Standardised Assessments (SNSA) are undertaken online by children in P1, P4 and P7.

These are standardised assessments in literacy and numeracy and help to provide diagnostic information to support teacher judgements.

How do we assess our children at Sorn Primary School?

Our teachers use a number of different methods to assess our children's progress including observations, questioning, marking work, tests and assessments.

These can occur as part of the daily learning, from time to time (periodically) in line with the Tracking and Monitoring Calendar and at key transition points.

We also use;

- Pupil self-assessment
- Peer assessment
- Direct teacher assessment

To support judgements on progress and attainment.

What is Tracking & Monitoring?

Tracking & Monitoring Meetings are held four times across the school year between the Head Teacher and the class teacher. This is when the portfolio of evidence for a child is discussed and the level at which they are deemed to be working is recorded on the Tracking & Monitoring Database.

During this meeting next steps are discussed for each child and any intervention or support that they may require is established. Targets for attainment are set in September and are reviewed throughout the school year.

The data is analysed at each of these meetings for individual pupils, cohorts of pupils and at a whole school level. This data is uplifted by East Ayrshire Council Education Department three times a year.

The attainment data is discussed at authority level in September.

Moderation events between Education Group schools and comparator schools are used to ensure there is consistency in teacher judgements across the authority and the country.