



North Ayrshire Council

Education
&
Youth Employment



**Gateside Primary School
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YEARLY INFORMATION BOOKLET

AUGUST 2019

Dear Parent

I hope everyone had a relaxing and pleasant break. The holidays seem to have passed more quickly than ever. The children have now settled into school and have begun the new session's work. I am sure we can look forward to another session in which pupils are happy, learning well, and respectful as they participate in lots of interesting activities throughout the year.

This letter will give you details of our staffing arrangements and other relevant information. We would also like to inform you of several dates we have planned for the forthcoming year. Obviously further dates will require to be added as the session progresses.

STAFFING

At present the staffing arrangements are as follows:

| | |
|-------------------|---|
| Head Teacher | Miss Dunlop (Shared Headship) |
| Depute Head | Mrs Logan |
| P1/2/3 | Mrs Reid |
| P4/5 | Mrs Poole |
| P6/7 | Miss Wilson |
| Early Years Class | Miss Howie (Early Years Practitioner) Mrs Clark (Early Years Practitioner) |

| | |
|-----------------|-------------|
| Classroom Asst. | Mrs McGowan |
|-----------------|-------------|

| | |
|---------|------------|
| Janitor | Mrs Cairns |
|---------|------------|

| | |
|---------------------|----------|
| Education Assistant | Mrs Coia |
|---------------------|----------|

Miss Breen, Pupil Support Service, has been appointed to teach co-operatively on Wednesdays.

SCHOOL ROLL

| | | |
|-----------------------|-------------|---------------------|
| Primary 1 - Primary 7 | 41 - pupils | Nursery - 20 pupils |
|-----------------------|-------------|---------------------|

P.E.

P.E. will be held in the hall or outside on the following days

| | |
|--------|------------------------|
| P1/2/3 | Tuesday and Friday |
| P4 | Tuesday and Friday |
| P5 | Wednesday and Friday |
| P6/7 | Wednesday and Thursday |

Children **must** bring their P.E. kit with them on these days. It would be helpful if they had their gym shoes everyday since, on occasion, gym times need to be altered and

as an active school doing fit fifteen daily, we are continuing to promote physical /outdoor education. Please ensure that any **jewellery** is removed or removable on P.E. days (earrings **must not** be worn). **We advise in our Handbook that ears should be pierced at the start of the summer holidays to allow the 6 week healing period.**

The P.E. uniform is

Pale Blue Polo Shirt and Navy Shorts

To avoid the floor being marked by shoes pupils must bring either sandshoes or clean training shoes specifically for gym.

HOLIDAYS

A holiday list is available on back page and the year planner is available on the school website.

SCHOOL LUNCHES/MILK

Meals are served in the school hall and the cost is £2.05 for P4-7 pupils. School Meals are now paid through ParentPay. P1-3 pupils meals are free. Milk and water can also be chosen as part of the meal. Menus can be accessed on the North Ayrshire website and school website. Children should bring a small healthy snack for playtime. Please remember, through Health Promotion and recent legislation, healthy snacks agreed are fruit, vegetables, cereal bar (not chocolate), snack-a-jacks, yoghurt, cheese, or a sandwich. The Gateside Activator Committee will be compiling a suitable list for families as one of their first tasks.

ATTENDANCES

Parents are requested to inform the school on the first day of a child's absence no later than 9.30am. If we do not receive a call, you will be contacted via a text message (if you give your mobile number to the office) through Teachers to Parents or by telephone to maintain our Child Protection duties. Please also send a note of explanation as it is important for us to keep absence records. Every effort should be made to avoid family holidays during term time as this both disrupts the child's education and reduces learning time. Parents should inform the school by letter, before going on holiday, of the dates. Such absence will be authorised only where certain and very specific family circumstances exist. The majority of family holidays taken during term time will be categorised as unauthorised. - **IMPORTANT** - Please note that school starts at 9am. Pupils may be dropped off from **8.45** when the playground is supervised. **It is imperative that children are at school before 9am to begin activities promptly to avoid disruption in the class.**

MATERIALS

Each class has been given a supply of pencils, coloured pencils, felt tips and pritt sticks. It assists with classroom organisation if each child in P1-7 has his/her own equipment such as:

| | | | |
|---|-------------------------------------|-------------------------|--------------------|
| lead pencil 2H pritt-stick or glue pen | packet of coloured pencils ruler | calculator sharpener | rubber scissors |
|---|-------------------------------------|-------------------------|--------------------|

This would not only be convenient for the class teacher but would enable our per-capita allowance to stretch that bit further allowing us to spend on curricular materials such as fiction books, reference books, computer equipment.

Please note that the following policies are available from the school website for your information. (<https://blogs.glowscotland.org.uk/na/gateside>) If you require a printed copy please contact the school.

HOMEWORK POLICY

BEHAVIOUR POLICY - P1-P7

STANDARDS AND QUALITY REPORT (by the end of September)

SUPPORTING OUR PUPILS LEAFLET

PARENTAL VISITS

Parents are welcome to visit the school to make enquiries/suggestions or through the Parent Council contacts displayed on the Parents' Notice Board. Meanwhile, Mr Gillies who is the Chair will be actively seeking new recruits to fill positions within the Parent Council. Please note all parents are welcome on the Parent Council and we look forward to some of you coming along to the **AGM (Date and Time to be confirmed)**. Class teachers are only too willing to discuss concerns you might have, but it would be helpful if you could make an appointment for either before or after school to avoid any disruption to classes.

LIAISON EVENINGS

| | | |
|------------------------|------------------------------------|---------------|
| Open Evening | Monday 9 th September | 6.00pm-7.30pm |
| Learning Conversations | Monday 7 th October | 3.15pm-7.00pm |
| Learning Conversations | Wednesday 5 th February | 3.15pm-7.00pm |
| Open Evening | Monday 23 rd March | 6.00pm-7.30pm |
| Learning Conversations | Wednesday 3 rd June | 3.15pm-7.00pm |

HOMEWORK BLOCKS

30 August to 22 November
17 January to 13 March 2019
24 April to 22 May 2019

Homework Policy and Information Leaflet can be found on the school website.

HEAD LICE

Information regarding Head Lice can be found on the school website.

SCHOOL UNIFORM

North Ayrshire Council is encouraging pupils to dress in a way which is appropriate to attendance at school.

The advantages of a school dress code are as follows:

- a sense of identification with school
- the perception of the school in the local community
- convenience for parents
- the avoidance of competition between pupils in relation to expensive fashion wear

I would therefore appreciate all children wearing the appropriate school uniform which is

- navy blue trousers/skirt (no logos)
- navy blue sweatshirt/jumper or cardigan
- pale blue polo shirt
- black/navy shoes
- pale blue/white blouse/shirt
- school eco tie (available from school office) £5 regular/elastic

We would be pleased to accept polo shirts, sweatshirts, trousers, pants and socks/tights which are in good condition and no longer of use to you. This is of assistance when children have accidents and require a change of clothing.

Please note expensive electronic equipment including **mobile phones/apple watches** should **NOT** be brought to school. If, in case of emergency one may be required, please contact the school office.

MODERN LANGUAGES

We will continue to implement the Scottish Government policy Language Learning in Scotland: A 1+2 Approach and teach all children foreign languages. In order to do this, staff will build on their language skills alongside the children.

PARENT HELPERS (INCLUDING EARLY YEARS CLASS)

We really depend on parents to help with transport and other activities around the school for certain events. As this is a small school, at times when only a few pupils are involved, we try to use cars rather than buses to cut costs.

Parents are also welcome to support activities within class or share their talents through leading an after school club. If you would like to volunteer for any activities please let us know.

ADMINISTRATIVE INFORMATION FORMS/PARENTAL CONSENT FORMS

Please complete the attached Off Site Activities Consent Form, the Annual Data Check Form and the new Consent Form for photographs etc, **per child**, and return as soon as possible signed and amended where necessary.

Please note that every child needs an emergency contact in case of illness or school closure.

We require these forms for every pupil in the family because they must be taken on outings in case of emergency.

COMMUNICATING WITH PARENTS, TEACHERS TO PARENTS TEXT MESSAGING – E-MAILS

We would encourage all parents to use the '**Teachers to Parents**' text messaging system.

Parents who have already signed up for this have found it very helpful as it is a very quick method of delivering short messages. We would also like to try to encourage parents to use e-mail as a method of receiving letters from the school. Please note the change of email at the top of this letter. This would be more environmentally friendly and also help reduce the amount of paper purchased by the school. Please complete your details on the attached sheet if you wish to use one or both of the above.

EASY FUNDRAISING

I would encourage parents to use the easy fundraising site for Gateside Primary (www.easyfundraising.org.uk) when you are ordering items on the internet and the school will receive commission on all orders. More information is available on the school website.

As you can see on our school website there is a Year Planner from August 2019 to June 2020. This has dates of events happening in school throughout the year and is updated on a regular basis.

The start date for session 2020/2021 for pupils to return to school is **Tuesday 18th August 2020**.

Please sign the attached check list in order to ensure that all the details have been included in your letter.

We would also be extremely grateful if you could please take the time to check over, alter/update any changes, sign and date the enclosed administration forms for your child/children as it is imperative that we have this information up to date in order to be able to contact you in case of an emergency.

Please do not hesitate to contact the school if there is anything you wish to discuss.

We look forward to another busy and rewarding year during which your continuing support will be much appreciated.

Yours sincerely

Fiona Dunlop

Miss F Dunlop
Head Teacher



SCHOOL HOLIDAYS AND IN-SERVICE DATES 2019/2020
(all schools except Arran)

| | |
|----------------------------|--|
| Pupils on holiday | |
| Staff only in-service days | |
| Children in School | |

| August 2019 | | | | | | |
|-------------|----|----|----------|----------|-----------|----|
| Su | M | T | W | Th | F | Sa |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| September 2019 | | | | | | |
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| 29 | 30 | | | | | |

| October 2019 | | | | | | |
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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| November 2019 | | | | | | |
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| December 2019 | | | | | | |
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| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
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| January 2020 | | | | | | |
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
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| February 2020 | | | | | | |
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| March 2020 | | | | | | |
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| April 2020 | | | | | | |
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| May 2020 | | | | | | |
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| June 2020 | | | | | | |
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| July 2020 | | | | | | |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

The start date for session 2020/21 for teachers is Monday 17 August 2020 with pupils returning Tuesday 18 August 2020

Secondary Schools - Pupil attendance will be 188 after deducting 7 in-service days
Primary Schools - Pupil attendance will be 188 after deducting 7 in-service days.

