

# Active Schools School Action Plan

**School:** Balmalloch Primary

**School Contact:** Mrs Lee Vernet/Mrs Alisa Hutchison

**Head Teacher:** Ms R

McCarthy

Signed by ASC: Julie Brennan

Signed by school contact: Lee Vernet and Mrs Ailsa Hutchison

Date: September 2025

Key Area	Action	Personnel Responsible	Time Scale	Resources	Success Criteria
<b>Action Plan</b>					
<b>Action plan</b>	School cluster and individual plans reviewed and updated. Use tracker to support.	ASC/PT/HT	Sep 2025	Template	Action plans signed off by school contact
<b>School Sport</b>					
<b>Extra-Curricular Opportunities</b>	<p>Create, maintain and support existing extra-curricular activities</p> <p>Establish any clubs based on pupil needs. ASN and target group work</p> <p>Establish any clubs based on active schools' events.</p> <p>Provide opportunities for P1-P7 over the school year.</p>	ASC, school staff, volunteers, students and coaches.	Ongoing	<p>ASC to provide equipment, coaches and volunteers.</p> <p>Any resources which may support staff and delivery.</p>	Clubs continue throughout.
<b>Pupil Participation</b>	<p>Offer a range of clubs for pupils to participate in.</p> <p>ASC to monitor gaps in participation.</p>	<p>ASC</p> <p>ASC</p>	Ongoing	Equipment for clubs.	<p>Record on Registers.</p> <p>Use tracker</p>

<b>Targeted programmes</b>	Identify target groups with PT or HT who could benefit from more physical activity or club inclusion.	ASC, PT and HT. HSPO	Ongoing		Regular participation in targeted programme/club.
<b>Reporting</b>	Work with link and school staff to record accurate records of participation. Use registers to capture attendance.	ASC, PT and HT. School Office Staff.	Ongoing	Blank Register. SportScotland ASMO.	
<b>Clubs and Communities</b>					
<b>Pathways to community sport</b>	Develop existing club links with all Community based accredited clubs.	ASC, NGB's, club personnel, SDO's	Ongoing	Database set up	Notice board updated with club information
<b>Promote community clubs</b>	Promote accredited clubs with availability to link with school for clubs, health weeks and tasters.	ASC & Club Links	Ongoing	Area brochure and club info leaflets/brochures/ emails.	
<b>Form Partnerships</b>	Create and maintain links with clubs and community links, for example colleges.	ASC, PT & HT	Ongoing		
<b>Competitive Opportunities</b>					
<b>Active Schools Events</b>	Promote active school's festivals, qualifiers and finals.	ASC	Ongoing	Mainstream Events Brochure	
<b>Active Schools ASN and LCSC Calendar</b>	Promote active schools come try and festivals.	ASC	Ongoing	ASN Brochure	
<b>Developing Our Pupils</b>					

<b>Young Leaders</b>	Utilise senior pupils from High School to deliver programmes in the curriculum and extra-curricular clubs.  Train P5 pupils as Sports Leaders for P1 and establish a timetable to allow this to happen.	ASC, school staff, primary staff	Sep 2025 - April 2026	Plan issued to school with times, plans, etc	
<b>Sports Council/Committee</b>	Utilise pupils from school to establish a committee to drive sport and physical activity, seek opportunities to improve sports equipment, take responsibility for maintaining sports provision, make links with clubs etc.	Mrs Vernet (Pupil Voice Group)  ASC	Ongoing		
<b>Celebrating Sport</b>					
<b>Noticeboards</b>	Create and maintain notice boards to share information and celebrate success.	ASC, School Staff & Sports Committee	Ongoing	Posters, information leaflets	
<b>Social media</b>	Use social media correctly to share information and celebrate success linked to sport.	School Staff	Ongoing		
<b>Awards</b>	Promote Gold Sport Award. Support with applications where applicable.	ASC	Ongoing	Example resources	
<b>Developing Our Deliverers</b>					
<b>Volunteer Pathway</b>	Highlight volunteer pathway and training benefits.	ASC	Ongoing		

<b>Active Schools Training Calendar</b>	Promote Active schools Training opportunities/CPD.	ASC	Aug 2025	Brochure.	
<b>Training Opportunities</b>	Offer a range of In-service sessions for school staff, and volunteers, in the following sports.	ASC	Ongoing Sept 2025 - April 2026	High school/venues sourced and booked,	
<b>Recognising Our People</b>					
<b>Reward and Recognition</b>	Support school with recognising achievements and success.	ASC & School Staff	Ongoing	SportScotland Material	
<b>School Sport Awards</b>					
<b>Action to achieve Gold</b>	Already achieved – maintain Gold Standards.	ASC & School Staff	Ongoing	SportScotland Material	