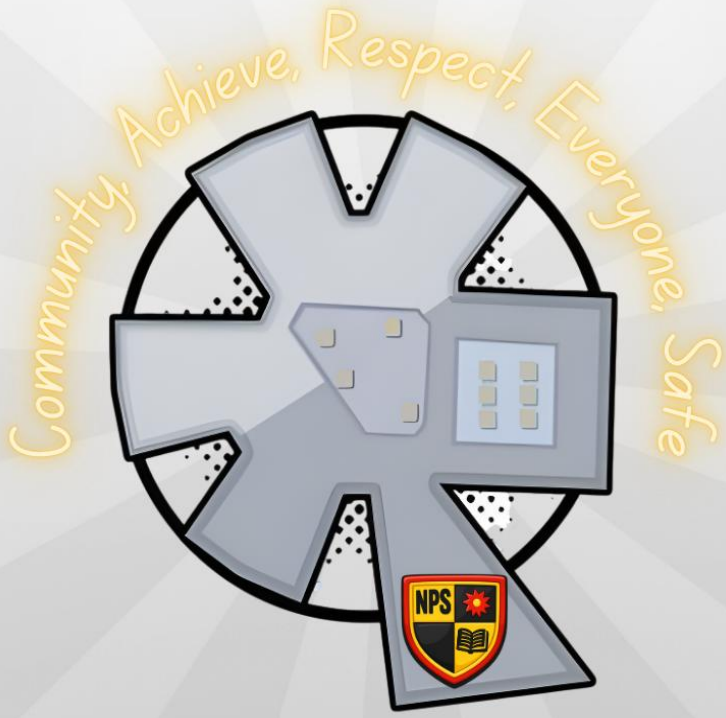
Newmains Primary School



School Handbook
2026/2027

NORTH LANARKSHIRE COUNCIL
COMHAIRLE SIOBHRACHD LANNRAIG A TUATH
LIVE LEARN WORK INVEST VISIT

Dear Parent/Carer,

Welcome to Newmains Primary School.

We are delighted to welcome you and your child to our school community and hope this handbook provides useful information about school life, our values and the opportunities available to our children.

Starting school, or moving to a new school, is an important milestone for children and families alike. We are committed to ensuring that every child feels safe, valued and supported from the moment they join us. Through a wide range of engaging learning experiences, we aim to help every child develop the knowledge, skills and confidence they need to succeed.

At Newmains Primary School, our values underpin everything we do:

Together, these values form our school motto:

“Newmains CARES”

and our vision:

"At Newmains, our CARES values are at the heart of everything we do. Through positive relationships, high-quality learning and a commitment to inclusion, we create a safe and nurturing community where everyone can achieve success."

This handbook aims to provide an overview of our school and answer many of the questions you may have. However, we recognise that every family is different and there may be occasions when you require additional information or support. If so, please do not hesitate to contact us. We are always happy to help.

We firmly believe that children achieve their best when schools and families work together. Building strong partnerships with parents and carers is central to our work, and we value the contribution you make to your child's learning, wellbeing and development. By working together, we can ensure that every child feels supported, challenged and encouraged to thrive both in school and beyond.

I look forward to working with you and your family and to sharing in your child's successes and achievements throughout their time at Newmains Primary School.

Yours sincerely,

Mrs Hazel Buchanan

Head Teacher

School Information

Newmains Primary School
Stewart Crescent
Newmains
ML2 9DH

Telephone: 01698 274923
Website: Newmains Primary School – Newmains CARES
Email address: enquiries-at-newmains@northlan.org.uk

Newmains Primary School is a non-denominational school serving the community of Newmains and providing education for children aged 4 to 12. In February 2023, the school relocated to a new purpose-built facility and is co-located within the Newmains and St Brigid's Community Hub alongside St Brigid's Primary School and Newmains Family Learning Centre. This modern learning environment provides access to high-quality facilities designed to support learning, wellbeing and achievement.

Our school roll is currently 200 children. We have an infant and a senior wing in the school with both wings having 4 teaching bases. Currently, our infant wing comprises of a Primary 1, Primary1/2, Primary 2 and Primary 3. The senior wing comprises of a Primary 3/4. Primary 5, Primary 6 & Primary 7. Each class has access to outdoor learning, shared flexible learning space, under cover outdoor learning area and a small reflection room. The wings reflect the caring and relaxing ethos of the school with nurture nooks present and variety of ways to learn to meet the styles of many learners. As well as the designated Newmains Primary areas we also benefit from a number of shared learning areas. These include a large PE hall, cooking lab, nurture room, e-learning zone, drama box, multi-purpose room and STEM room. The school also benefits from extensive outdoor learning areas with 3G multipurpose sports pitch, themed play area and forest school on site

Community Facilities

All applications for the use of the school should be directed to:
Culture NL Ltd
Community Facilities Section
Coatbridge Community Centre
9 Old Monkland Road
Coatbridge
ML5 5EE
Tel: 01236 632778

Associated Secondary School:

Clyde Valley High School
Castlehill Road
Wishaw
ML2 0LS
Telephone: 01698 274950

Parent Council

Meet the first Wednesday of every month at 6.30pm
Newmains Primary School Hub – Conference Room
All parents are welcome

School Staff

Senior Leadership Team:

Mrs Hazel Buchanan	Head Teacher
Mrs Michelle Brown	Principal Teacher

Class Teachers:

Miss K Devine	Primary 1
Mrs M Milliken	Primary 1/2
Miss S Gregor	Additional Primary 1 Teacher
Mrs S Verlaque	Primary 2
Mrs F Eldhose	Primary 3
Mrs L Lindsay	Primary 3/4
Mrs M Reilly	Primary 5
Mrs CA McKay/Mrs M Lilly	Primary 6
Mrs SJ Holmes	Primary 7
Miss H McGuire	Additional Teacher P2, P3, P3/4

Support for Learning/NCCT Teachers:

Mrs C Stevenson	Literacy Support
Mrs M Lilly	Class Teacher P6 (Friday)/NCCT

Support Staff:

Mrs S Johnston	Senior Clerical (Mon/Tues)
Miss S McFarlane	Senior Clerical Assistant (Wed-Fri)
Vacancy	Clerical Assistant

Mrs A Codona	Learning Assistant
Mrs S King	Learning Assistant

Mrs L McMaster	Breakfast Club
Miss C Hamilton	Lunchtime Assistant
Paul McArthur	Janitor

Staff with Additional Responsibilities:

Mrs C Stevenson	Literacy Coach/ Bereavement
Miss S Gregor & Mrs M Milliken	Play Coordinator & Enterprise
Mrs SJ Holmes	PE Coordinator
Miss K Devine	LTA Lead
Mrs M Lilly & Mrs L Lindsay	ECO Coordinators
Mrs CA McKay	HWB Champion/Mental Health
Mrs M Reilly	Numeracy Coach/ ICT Champion
Mrs M Brown	Forest School Lead

Composite Classes

Composite classes are formed when more than one school stage is grouped together to form a class. The maximum number of pupils in a composite class is 25. When creating composite classes, a variety of information taken into account including age, friendship groupings and primarily working groups in core curricular areas. The professionalism of teaching staff ensures that all pupils, regardless of the class they are in, will be working on a programme of study suited to their individual needs offering the right degree of pace and challenge. All parents are issued with an information letter from the Head Teacher in June to explain how classes are formed for the coming session.

School Hours

The school has a Breakfast Club:	8.15am – 8.45am
School begins:	9am
Interval:	10.30am-10.45am
Lunch:	12.15pm – 1pm
School closes:	3pm

New entrant pupils in Primary 1 attend school on a full-time basis from the start of the term in August. We like your children to be on time but remember it's better to come late than not come at all. Please try not to have children arriving too early in the playground in bad weather; five minutes before the bell rings is fine. An adult presence is provided in playgrounds at breaktimes in terms of the schools Safety and Supervision of Pupils (Scotland) l990 Regulation. Our Janitor, Mr McArthur provides this adult presence, and an ASNA and member of SLT are in the playground from 8.45 am onwards.

School holidays and term dates 2026/27

August

- Monday, 10 August 2026 (Return date for Teachers & In-Service Day)
- Tuesday, 11 August 2026 (In-Service Day)
- Wednesday, 12 August 2026 (Return date for Pupils)

September

- Friday, 25 September and Monday, 28 September 2026 (September weekend holiday)

October

- Monday, 12 to Friday, 16 October 2026 (October Week)

November

- Monday, 16 November 2026 (In-Service Day)

December - Christmas and New Year

- Schools close at 2.30 pm on Friday, 18th December 2026
- Monday, 21st December 2026– Monday , 4th January 2027 (Christmas holidays)

January

- Schools return on Tuesday, 5th January 2027

February midterm break

- Monday, 15th February 2027
- Tuesday, 16th February 2027
- Wednesday, 17th February 2027 (In-service day)

March- Easter Weekend

- Friday 26th March 2027 (Good Friday)
- Monday 29th March 2027 (Easter Monday)

April - Spring Holiday (Easter)

- Schools close at 2.30 pm on Friday, 2nd April 2027
- Monday, 5th April - Friday, 16th April 2027 (Spring Break)
- Schools return on Monday, 19th April 2027

May

- Monday, 3rd May 2027 (May Holiday)
- Thursday, 6th May 2027 (In-service day to coincide with Scottish Parliamentary election, but may be subject to change)
- Friday, 28th May 2027 and Monday, 31st May 2027 (May Weekend)

June

- Schools Close at 1pm on Friday 25th June 2027

Enrolment

In January each year there are adverts in national newspapers as well as advertised within the Newmains community. Parents are invited to come to school at the advertised times to enrol their child(ren). Parents should bring with them a copy of birth certificate, proof of address (council tax bill or paperwork from the department of work & pensions) as well as details of emergency contacts and medical information. Any parents wishing to make a placing request should register their child at their local school and make their intentions known to the person enrolling them.
Primary school registration (P1) | North Lanarkshire Council

Transition from Nursery to Primary 1

It is an exciting time for all families having a child starting school. At Newmains Primary we aim to make this an enjoyable time for pupils and families through our transition programme. We regularly evaluate and modify our programme each session. Regular events in the programme include:

- Meeting and playing with P7 buddy.
- Visit to the school classroom.
- Invited to infant events.
- Workshops with their future classmates.
- Regular nursery visits to work in the school.
- Information events by school staff and invited guests

Transition from Primary 7 to Secondary School

An equally exciting time for families of our oldest pupils is the transition to secondary school. We work closely with our associated secondary school, Clyde Valley High School to provide an extensive and smooth transition programme. This includes:

- Regular visits throughout the Primary 7 year.
- Departmental projects and events throughout the year.
- Open evenings and Parent Evenings.
- Visits to the Primary School by Clyde Valley staff.
- Enhanced transition meetings if required with families.
- Sporting festivals
- Summer programmes.

Equal Opportunities and Social Inclusion

Scotland is a multi-cultural society and Newmains Primary School is committed to equality for all pupils, regardless of sex, religion, physical ability, or social background. We promote good race relations, equality and diversity and aim to educate to eliminate racial discrimination. The school is committed to ensuring its policies and practices do not impact adversely on any particular group(s) of people and opportunities to promote equality are actively pursued.

Implementation of the Education and Families Equality Policy including The Equality and Human Rights Commission's Technical Guidance for Schools in Scotland is the essential guide for the school community to promote equality. This can be accessed at Technical guidance for schools in Scotland | EHRC

Curriculum for Excellence

What is Curriculum for Excellence?
Curriculum for Excellence is Scotland's national curriculum. It provides coherent and inclusive curriculum from 3-18 years wherever learning is taking place, including early learning childhood centres, schools, colleges and community learning. It places children and young people at the heart of Scottish Education.

The purpose of Curriculum for Excellence is encapsulated in the four capacities – to enable each child or young person to be:

- a successful learner
- a confident individual
- a responsible citizen and
- an effective contributor

These four capacities govern the entire curriculum from age 3 to 18 and aim to raise the standards of achievement for all learners.

Curriculum for Excellence is underpinned by the values inscribed on the mace of the Scottish Parliament – wisdom, justice, compassion, and integrity. Throughout Curriculum for Excellence there is a strong focus on Literacy, Numeracy and Health and Wellbeing across all aspects of learning and every teacher will support learners with the development of these, including digital literacy skills.

Curriculum for Excellence is defined as:
The totality of all that is planned for children and young people throughout their education.

The opportunities for learning and teaching are governed by the Four Contexts for Learning, which ensure that the education your child receives is informative, interesting, relevant, and fun.

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

What are the Curriculum for Excellence Levels?
There are five and these are flexible depending on pupils' needs and abilities (some children and young people may achieve these levels earlier or later dependent on ability):

- Early level pre-school to P1
- First level to the end of P4
- Second level to the end of P7
- Third and fourth levels S1 to S3
- Senior phase S4 to S6 and other forms of study.

What is the Broad Education (BGE)?
The Broad General Education (BGE) is the first phase of two closely connected phases of education. The BGE phases stretches from age 3 until the end of S3 after which the learners move into the Senior Phase which starts in S4.

Curriculum areas and subjects
The BGE is delivered via 8 curricular areas which, in secondary school covers years S1 to S3, and may be subdivided further into individual subjects.
The 8 curricular areas are:

- Expressive Arts
- Languages and literacy
- Health and Wellbeing
- Mathematics and numeracy
- Religious and Moral Education
- Sciences
- Social Studies
- Technologies

Importantly, literacy and numeracy are given added importance because these skills are so vital in everyday life. All teachers will have responsibility to teach literacy and numeracy. Pupils will develop skills for learning, life and work across the curriculum in an out of the classroom.

<u>Curriculum for Excellence at Newmains Primary School</u>

Literacy
We have developed progressive programmes of study from P1 through to P7 in each area of literacy so that your child can develop a range of skills to fit them for later life. We follow North Lanarkshire's guidance to promote literacy through using active approaches to enable our children to read, write, talk, and listen. Our Reading Programmes in Primaries 1-3 are based on a range of books banded by level and in Primaries 4-7 we use graded novels to support the development of reading skills. We also use a variety of reading resources such as Rapid Readers for consolidation and reinforcement.
As a school we endorse North Lanarkshire's Early Intervention Programme, and it is used in Primaries 1 and 2 to introduce and develop reading skills to our children. For children who need additional practice in the early stages, we use Read, Write, Inc, RTIC, and Dandelion Readers. We focus on an active approach to literacy teaching and activities throughout the school and have adopted a play-based learning approach in the infant department.

We use the Talk for Writing approach across the school to support the development of writing skills. This structured approach helps children understand how texts are organised, develop vocabulary and language skills, and build confidence in writing for a range of purposes and audiences. Opportunities for writing are provided across the curriculum, with meaningful contexts often arising from interdisciplinary learning and topic-based work

Talking and listening skills are developed in all areas of the curriculum, but specific opportunities are also given to practise these skills. To support children's progress throughout the Language curriculum we have a large selection of Big Books and a wide range of short novels which the children really enjoy.

You can help your child by:

- reading stories aloud
- encouraging reading at home
- telling family stories
- encouraging your child to tell you stories and listening to them
- visiting the local library to develop an interest in books.

In Primaries 1-7 our children are introduced to the French Language. Pupils in P4 - P7 also can learn Spanish.

Numeracy

The main areas of Mathematics covered in Curriculum for Excellence are:

- Information handling
- Number, money, and measurement
- Shape, position, and movement

We follow advice and guidance from North Lanarkshire Council's programme for Mathematics. To ensure a progressive programme we have benchmarked Curriculum for Excellence experiences and outcomes for P1 to P7. We use a range of active and interactive learning strategies to teach these key areas. Scottish Heinemann Active and Teejay Maths resources are also used throughout the school to supplement and support learning and teaching in all areas of Mathematics.

You can help your child by:

- Playing counting or number games
- Encouraging money handling
- Allowing child to weigh and measure items around the home

Expressive Arts

The four areas of Expressive Arts are:

- Dance
- Art and Design
- Music
- Drama

Expressive Arts are often taught through interdisciplinary learning with the class topic providing a context for learning in these areas. At certain times it may be suitable to teach these subjects individually and there are several resources used for this. Our Friday assemblies also give us the opportunity to sing a range of different songs. A tutor in brass instruments visits weekly and a group of children from P5-7 are offered tuition in cornet, trumpet, and horn. Children's artwork is captioned and attractively displayed throughout the school. Through class assemblies, school concerts and exhibitions our children can perform and present to an audience.

Religious and Moral Education

The key aspects covered in our RME programme are:

- Christianity
- World religions
- Beliefs and values

These are taught throughout the school in topics appropriate to each stage. Children enjoy learning about the beliefs and customs of our own and other cultures. It is recognised that the Education Act allows parents to withdraw their children from any religious observance and any such pupil will not be placed at a disadvantage with respect to secular instruction. Should you wish your child to be withdrawn from Religious Education, please contact the Head Teacher. (01698 274923).

Parents from ethnic minority religious communities may request that their children be permitted to be absent from school in order to celebrate recognised religious events. Only written requests will be considered. Appropriate requests will be granted on not more than three occasions in any one school session and the pupil noted as an authorised absence in the register.

In school, each class takes its turn to hold an assembly. You will be invited to come along when your child is involved – Please do! We hold services in Coltness Memorial Church at Christmas, Easter, and Summer, to which you are warmly invited.

Social Subjects
This area includes:

- People in society, economy, and business
- People, place, and environment
- People, past events, and societies

These subjects are undertaken at each stage throughout the school with topics and activities appropriate to the age and development of the children. We use a variety of resources, including North Lanarkshire Topic Packs and supplementary resources to give the children a range of knowledge and experience within these areas. Children are encouraged to find out more information at home or bring in any items appropriate to their topic.

The children learn how to find out, and how to record what is found out, as well as learning information. We try to make full use of your child's curiosity, to catch his/her interest, to widen his/her experience and to join various activities - all of which will equip him/her with the skills needed to learn about the world in which he/she lives.

You can help by:

- Talking to your child about their topic
- Helping them find out more
- Sending into school items of interest

Sciences
This area covers:

- Planet Earth
- Forces, Electricity and Waves
- Biological Systems
- Materials
- Topical Science

Children learn about science throughout the school in a variety of contexts or in science topics.
You can help by:
- Encouraging their interest in their environment
- Talking to them about the seasons, the weather and changing patterns
- Talking to your child about cause and effect

Technologies
The areas covered in this part of the curriculum are:

- Technological Developments in Society

- ICT to Enhance Learning

ICT skills are taught and used throughout the curriculum to support learning and is observed and developed through contexts and projects. The school also uses GLOW, where appropriate, to support the curriculum and to provide access to learning beyond the school day. You will be asked to sign a consent form for permission to use ICT and for us to take photographs of your child for educational purposes. Our school website also provides a range of suggested resources and website to support children's learning at home.

Health and Wellbeing

This subject area is one of the core elements of the curriculum. It is taught at all stages in the school and can be taught discretely or as an integral part of inter disciplinary contexts. We use the core programme of Healthy Schools Scotland and supplement this with a range of health education programmes including Emotion Works**.**

North Lanarkshire Council is committed to the provision of quality education in Relationships, sexual health, and parenthood in accordance with National Guidelines. It forms a key element of personal, social and health education in schools and is an important part of children's preparations for adult life. The purpose of this work is to provide knowledge and understanding of the nature of sexuality and the process of human reproduction within the context of human reproduction within the context of relationships based on love and respect. It should develop understanding and attitudes which will help children to form relationships in a responsible and healthy manner. HMIe identified that the "***promotion of health and well-being across the school***" (1.3.11) as a key strength of our work. We are committed to providing high quality learning experiences for our learners to equip them with the knowledge, skills and attitudes required for 21st Century living.

Our Programme of Study for children follows the planner from Relationships, Sexual Health and Parenthood (RSHP). Details for parents/carers can be found at the website https://rshp.scot/about-the-resource/#parentsandcarers

Personal Support/Career Planning

From 3-18 years, learners are supported to achieve their full potential and, as they progress through BGE into senior phases, to plan and prepare for further learning, training, or employment. All schools and nurseries in North Lanarkshire are working hard to raise standards so that children and young people will develop the skills necessary to continue to be successful when leaving school and entering the world of higher education, training, or work.

Assessment and Reporting

Assessment is an important part of the Curriculum for Excellence, and, at all levels, pupils' progress is closely monitored by teachers and staff.

In turn, teachers and staff work with pupils to reflect on their results, looking at their strengths and learning needs, agreeing next steps and action based on these. As they progress, pupils become more involved in this process, as they develop the skills to make effective judgements on their own learning, developing personal expertise that will be important to them throughout life. Assessment also helps teachers plan learning experiences which are motivating and challenging. Children who may have additional support needs will be assessed using methods best suited to their individual requirements.

In Newmains Primary School both formative and summative assessments are used.

This use of **FORMATIVE ASSESSMENT** or assessment **FOR** learning is used to improve the learning which is taking place.
It involves:

- Sharing the learning intentions with all pupils
- Sharing and co-creating success criteria with all pupils
- Self and peer assessment
- Quality feedback from teachers and other pupils
- Ongoing review and reflection of progress being made

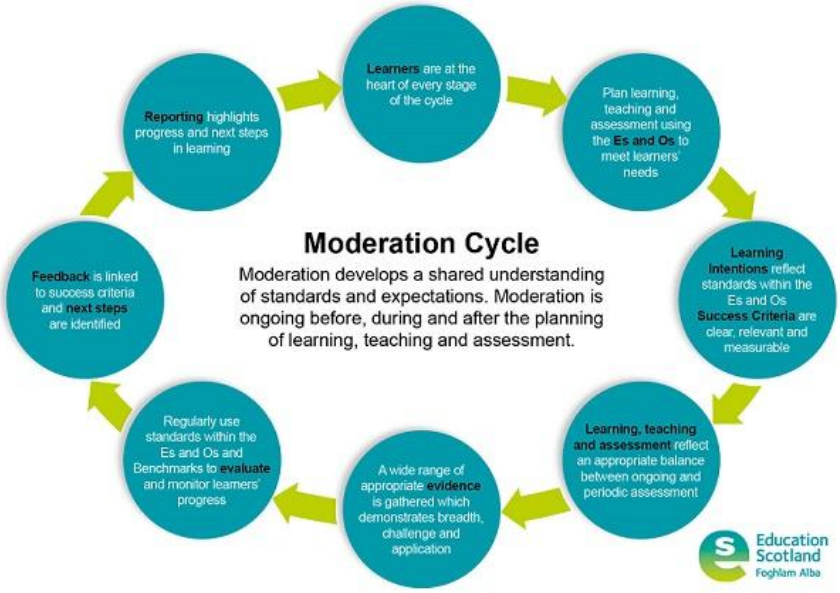
This ensures there is genuine partnership in the learning and teaching process, which raises attainment and self-esteem.

It is also necessary that assessment **OF** learning is also carried out.
This **SUMMATIVE ASSESSMENT** will be used on a regular basis when pupils are tested on spelling, maths or at the end of a unit of work and we can establish what a child knows and is able to do.

All parents will receive an official school report in June as well as having the opportunity to discuss learning at two scheduled parents' evenings each session.
Parents are welcome to discuss their child's progress at other times. Those wishing to do so should contact the school to arrange a mutually suitable time.

Assessment and Moderation

To enhance teacher professional judgement and develop a shared understanding of standards and expectations, Newmains Primary place assessment and moderation at the heart of our collegiate work with the cluster. We have been working with the Clyde Valley High school cluster for five years, ensuring continuity across all levels of the curriculum.



Additional Support Needs

Newmains Primary School complies with the Additional Support for Learning (Scotland) Act 2004 as amended by the Additional Support for Learning (Scotland) Act 2009 and the Additional Support for Learning: Statutory Guidance 2017.

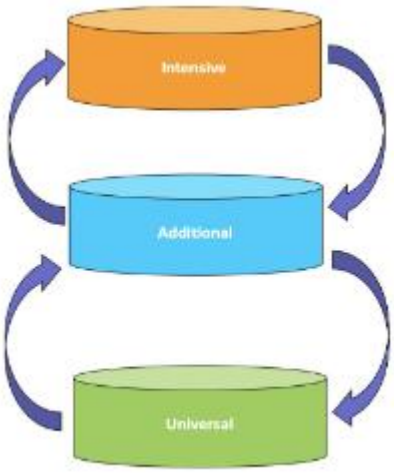
North Lanarkshire Council's policy is contained within "Support for Learning Policy into Practice 2", a copy of which is available in the school. The school has a Support for Learning Policy, available from the school on request, which is consistent with North Lanarkshire Council guidelines.

This Act focuses on the individual. It requires that pupils be supported as necessary for them to participate in the full life of the school and emphasises provision of the appropriate support required for all children to learn. Newmains Primary School ensures that staff members are aware of and understand the needs of all children and that an appropriately differentiated curriculum is offered and the necessary adjustments to the social and physical environment are made.

Class teachers are responsible for teaching all children in their class but where a specific difficulty is identified additional support will be sought within the school. If the child requires further support assistance is requested from a range of support bases to ask for short term targeted support.

The aim of the Newmains Primary School is to follow the staged intervention levels:

1. Staff within the school support the learning of all children by providing a differentiated curriculum to meet the needs of individuals.
2. Request support from within Education and Families, such as Educational Psychologist and Community Learning and Development.
3. Request support from another agency out with education
4. Integrated and compulsory working with other agencies. There would be the expectation of a Child's Plan.



Care experienced children i.e. children who are cared for directly or whose care is supervised by the local authority are deemed to have Additional Support Needs unless assessment determines otherwise. Senior Leadership team will coordinate arrangements for such children. We also have support available by request for children with English as an additional language. 'Bilingual learners' are pupils who function in more than one language in their daily lives. Some bilingual children and young people will require additional support if they are to maximise their progress in school and achieve to their fullest potential. The support needs of bilingual learners/ pupils with EAL are part of the continuum of additional support needs, and will be met within the overall policy, procedures, and resources for additional support needs. The support provided will be proportionate to individual need and may vary from differentiation as part of a teaching group to specialised support. **EAL Support Teachers** have specialist expertise and are available to provide advice, training and support to schools, nurseries, and relevant agencies. EAL Support teachers operate within Integrated Children's Services framework to ensure:

- Diversity is valued
- First language is maintained
- Inclusion and equality of access to the curriculum
- Identification and assessment of need
- Appropriate level of support for the individual and school/pre-school centre
- Effective teaching strategies and resources
- Teaching support to individuals/small groups of pupils
- Holistic and robust approach to assessment

- Awareness of linguistic, religious, and cultural matters
- Effective home/school liaison

Parents and pupils are an essential part of the assessment, planning and review processes and your views will be actively sought. Parents and young people can request of the authority to establish whether a child has additional support needs. They can also request an assessment at any time.

Getting it Right for Me Plans (GIRFMe)

GIRFMe plans enable staff to plan effectively for children and young people when interventions are required to support their learning and improve outcomes. Parents/carers and pupils are an essential part of the assessment; planning and review processes and their views will be actively sought.

Some children and young people may require significant support from education and at least one other agency, such as health, social work and/or voluntary agency to help them meet their learning targets. Where this support requires a high level or co-ordination the opening of a Co-ordinated Support Plan (CSP) may be considered. A CSP may be initiated by the school or another agency.

Parents/carers and young people can, if they wish, request that a CSP be considered and would be involved in the process. Parents/carers will receive letters from the Education Authority throughout the CSP process. Parents/carers and young people will be invited to take part in multiagency meetings and their views will be recorded in the plan.

Where more intensive support for a child or young person needs to be planned for, usually when a number of agencies are involved in supporting their wellbeing then a Child's Plan may be developed. The plan will tell you what actions need to be taken and who will help with each action. It will usually be someone called a 'Lead Professional' who will have the job of making sure that the actions outlined in the plan take place and things get better for the child or young person.

Dispute Resolution

North Lanarkshire Council is committed to resolving any differences of views through discussion, dialogue and building on common ground.

If the matter cannot be resolved with the Education Authority you have the right to request mediation. An independent mediation service is available to parents/carers and young people through Resolve (see contact details at the back of this handbook). Mediation is free through Resolve and independent of the Education Authority.

In the event that a disagreement cannot be resolved through mediation, then an application for Independent Adjudication (see contact details at the back of this handbook) can be made by parents/carers free of charge. The Independent Adjudicator will make recommendations to the Education Authority about how the dispute should be resolved.

The Additional Support Needs Tribunal has been set up to hear appeals made by parents/carers or young people on the decisions made by the Education Authority relating to

Co- ordinated Support Plans, ASN placing requests and post school transition. If you disagree with any decision relating to your child's Co-ordinated Support Plan, either the creation of a CSP, or the content of it, you may be entitled to refer to the Tribunal.

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School Improvement Plan 2026/27

Improvement Plan	
School Priority 1	*By June 2027, all learners will experience consistent, high-quality learning and teaching across the school, with a clear and shared focus on learning intentions, success criteria, effective questioning, feedback and learner participation in learning.*
School Priority 2	*By June 2027, attainment in writing will improve across all stages through the consistent implementation of Talk for Writing, increasing the proportion of learners achieving expected levels from 62.4% to at least 70%. This will be supported by increased staff confidence in professional judgement and assessment.*
School Priority 3	*By June 2027, overall pupil attendance will improve from 88.8% to at least 90%. This will be achieved through strengthened parental engagement, improved relationships with families, targeted support for identified learners and a whole-school commitment to promoting attendance, wellbeing and engagement.*

The Annual Improvement Plan is written in partnership with the whole school community; the information gathered through ongoing self-evaluation and an awareness of local and national trends in policies and targets. The staff of the schoolwork in small groups to develop the improvement priorities in time allocated at staff meetings and in partnership with other partners throughout the session.

A copy of the school's Improvement Plan and Improvement Report are available by request from the Head Teacher. A summary of the Improvement Report is issued annually to all parents and can be found on our website. Information about the progress of our Improvement Plan is discussed at regular staff meetings and is shared at monthly Parent Council Meetings and through our monthly newsletters.

Homework

Our homework policy was refreshed in January 2025, following consultation. Homework is provided through a digital platform 'Padlet'- which children access through a QR code. This information is also available on our termly class SWAYs.
The purpose of homework is to:

- Provide pupils with practice in areas of the curriculum covered in the class.
- Enable pupils to become independent learners
- Encourage pupils to develop good habits to manage their time
- Foster a positive partnership between home and school and allow parents an opportunity to share in their child's learning.

In Primaries 1 and 2 most children will be given reading activities for homework. We would ask you to do this with your child, to correct any mistakes he/she makes and to encourage progress.
Primaries 3, 4, 5, 6 and 7 may receive homework for any area of the curriculum, to support or reinforce their learning in school. This should not take more than 30 minutes per night.
By helping your child with homework and checking it, you will be able to see some of the work your child is doing in class and keep an eye on progress. We are constantly reviewing our homework arrangements and procedures to ensure it best meets the needs of children.

School Ethos

At Newmains Primary School we aim to create a learning environment where pupils feel safe, happy, and ready to learn. Everything we do is shaped by our values and our motto, "Newmains Cares". We aim to build confidence, develop skills, and celebrate successes to prepare children for all aspects of their life. We gather each week as a whole school to celebrate assemblies, including the awarding of weekly star pupils, star writers and best class. We have an active House System and Pupil Council that develop skills and give the opportunity for pupils to be actively involved in the life of the school.
We have a range of after school clubs that change each year and are responsive to the requests of the pupils. We have opportunities for our senior pupils to take on responsibility and work as "Curriculum Buddies" with identified infant pupils. We have a Parent Council who play an active role in the school. Parents are welcomed into school for parent's night, curriculum afternoons and other events such as 'classroom connections' and workshops throughout the year.
Our nurturing ethos is embedded throughout the school and is underpinned by the Solihull/Togetherness Approach. Our nurturing approach is especially evident in the daily meet and greet with all pupils, the presence of calm corners in every classroom, the nurture room which is on offer to support children and engage them in learning and help regulate their emotions.

Spiritual, Social, Moral and Cultural Values

In Newmains Primary School we endorse North Lanarkshire Council's policy and procedures on religious education and observance. We encourage independent thinking on spiritual, social, moral and cultural values encouraging the pupils to become responsible citizens with care and compassion for others topmost in their minds.
We value all religious beliefs and cultural differences and encourage families from ethnic backgrounds to share with the school community and input into class topics. It is a parent's right to withdraw their children from any religious teaching or observance. A letter stating their withdrawal should be written and given to the Head Teacher at the earliest convenience.
Parents/carers from ethnic minority religious communities may request that their children be permitted to be absent from school to celebrate recognised religious events. Only written requests will be considered. Appropriate requests will be granted on not more than three occasions in any one school session and the pupil noted as an authorised absentee in the register.

Extra-Curricular Activities

At Newmains Primary School we have a wide variety of clubs on offer to suit the needs of many of our pupils. Staff in the school take after school clubs and lunchtime clubs, with some clubs being set up and organised by our senior pupils. We also hire sports coaches to deliver some clubs too. Our Active School Co-ordinators, support us to ensure we have the maximum

impact in sporting opportunities for our young people. The list of clubs is regularly changing in response to staff and pupil skills and interests. In recent times we have offered clubs in:

- Football
- Handball
- Multi-Sports
- Athletics
- Cross Country Running
- Dance
- Choir
- School Show
- Art & Crafts
- Family Learning with CLD worker
- Basketball

Freedom of Information

Freedom of Information (Scotland) Act 2002 came into force in 2005. The Act allows anyone to ask for information held by the Council and imposes a time-scale of 20 working days for the Council to respond. To deal with Freedom of Information requests, the Council has appointed a Corporate Freedom of Information Officer with the support of an officer in each Service. The Freedom of Information Coordinator can be contacted at foirequest@northlan.gov.uk

General Data Protection Regulations (GDPR) Statement for Education

What is this statement?

This statement explains when and why we collect personal information about you, your child or young person and how this information is used, the conditions under which it may be disclosed to others and how it is kept secure.

Who are we?

North Lanarkshire Council is a Local Authority established under the Local Government etc. (Scotland) Act 1994. Education, and Families is located in Civic Centre, Motherwell ML1 1AB

Why do we need your personal information and that of your child or young person?

The Council has a legal obligation to deliver an effective education service to all children and young people in North Lanarkshire. In order to do this we need to collect personal information about children, young people and their families so that we can help them to learn and keep them safe.

Legal basis for using your information

We provide this service as part of our statutory function as your Local Authority. Processing your personal information is necessary for the performance of a task carried out in the public interest by the Council. If the information we have asked for is not provided, then we will not be able to provide this service to your child or young person.

Your personal information

Education uses the national IT system, SEEMiS, to store personal information electronically. We ask parents/carers during registration and enrolment to provide us with their child's name, date of birth, gender, address, family contact details (phone/email). We will also ask you to update this information annually.

We may also ask you for information about medical conditions, additional support needs, religion, and ethnicity. We may also record information you might wish to provide about your family circumstances. We require this information to ensure children and young people are educated appropriately, supported, and that we take account of their health and wellbeing.

During a child's journey through education a pupil's record is kept, this core record is mainly paper based and is stored securely in the child or young person's establishment. If the establishment has requested assistance from educational staff outwith the nursery or school, key staff from these services may also store information securely about your child or young person.

How will we use this information?

Your personal information will be used:

- to enrol your child or young person in nursery or school
- to provide your child or young person with an appropriate education
- for teaching, assessment and planning purposes and to monitor educational progress of children and young people
- to support pupil learning, improve outcomes and identify where additional support is needed to help children and young people
- to provide appropriate pastoral care to support health and wellbeing of children and young people
- to keep children and young people safe
- to maintain records e.g. of attendance, absence, attainment and behaviour of children and young people (including exclusions)
- to support children and young people during transitions when moving on each year from nursery to primary, primary to secondary and when they move or leave school
- to enable schools and establishments to process personal data in support of SQA and Further Education
- to monitor and report on pupil attainment and achievement in relation to the national improvement framework issued by the Scottish Government
- to assure the quality of our education services in line with national expectations from Education Scotland
- When we require to contact you by post, email, telephone or text.

Who do we share information with?

To support your child or young person's access to appropriate education and meet our legal obligations, personal information may be shared internally between Services of the Council. From time to time, education staff may also need to share information about you, your child or young person with another person from another agency or service, e.g. Social Work, Health.

We also share information with Scottish Government and bodies such as Education Scotland, Scottish Qualifications Authority, Skills Development Scotland and other organisations that support children and young people's learning.

When a child or young person moves or transfers to another school the Council has an obligation to pass on information with regards to pupil records to the new school.

Only identified staff and those who require to have the information to enable them to carry out their job, will have access to you, your child or young person's information. We care about the information we hold in respect to the education of children and young people. We will keep this information safe and secure.

How long do we keep your information for?

We only keep personal information for the minimum period of time necessary. Sometimes this is set out in law, but in most cases it is based on what we need to fulfil our function. We maintain a 'records retention and disposal schedule' which sets out how long we hold different types of information for. You can view this on the Council website.

Your rights under GDPR

You can:

- Request access to your information – you have the right to request a copy of the personal information that we hold about you, your child or young person. You can ask us to confirm what personal information is being used and with whom it has been shared with.
- Request a correction to your information – we want to make sure that all personal information is accurate, complete and up to date. Therefore you may ask us to correct any personal information that you believe does not meet these standards.
- Request the restriction of processing – this enables you to ask us to suspend the processing of personal information about you, your child or young person, for example if you want us to establish its accuracy or clarify the reason for processing it.
- Request the transfer – you can request the transfer of your information to another party.
- Deletion of your information – you have the right to ask us to delete personal information about you, your child or young person where:
- you think that we no longer need to hold the information for the purposes for which it was originally obtained
- you have a genuine objection to our use of personal information
- or, use of personal information is contrary to law or our legal obligations.

If you wish to update any personal information, retrieve it, or have it removed from records please contact your child or young person's head teacher or head of establishment in the first instance.

The Council's Data Protection Officer
If you have any questions or are unhappy about the way that we use the personal information of your child, young person or yourself you can contact the Data Protection Officer.
Data Protection Officer (DPO)
Civic Centre,
Windmillhill Street,
Motherwell ML1 1AB

or by email to AITeam@northlan.gov.uk

The Information Commissioner
You also have the right to complain to the Information Commissioner about the way the Council has handled your rights, to enquire about any exercise of these rights or to complain about the way the Council has dealt with your rights (or any other aspect of data protection law).
Information Commissioner's Office,
45 Melville Street,
Edinburgh, EH3 7HL
or by e-mail to casework@ico.org.uk

Transferring Educational Data About Pupils

Education authorities and the Scottish Government

Education Portfolio (SGEP) exchange data about pupils either on paper or electronically through the ScotXed programme.

The data collected and transferred covers areas such as date of birth, postcode, registration for free-school meals, whether a pupil is looked after by his/her local authority, additional support needs including disability, attendance, absence and exclusions from school. Pupil names and addresses are collected by the school and the council but they are not passed to SGEP. The postcode is the only part of the address that is transferred. Data is held securely and no information on individual pupils can be published by SGEP

Providing national identity and ethnic background data is entirely voluntary. You can choose the 'not disclosed' option if you do not want to provide this data. However, we hope that the explanations contained in this message and on our website will help you understand the importance of providing the data.

Why do we need your data?

In order to make the best decisions about how to improve our education service, SGEP and education authorities need accurate, up-to-date data about our pupils. We are keen to help all our pupils do well in all aspects of school life and achieve better educational outcomes. Accurate and up-to-date data allows SGEP, education authorities and schools to:

- plan and deliver better policies for the benefit of all pupils,
- plan and deliver better policies for the benefit of specific groups of pupils,
- better understand some of the factors that influence pupil attainment and achievement,
- target resources better.

Your GDPR rights

The collection, transfer, processing and sharing of ScotXed data is done in accordance with the GDPR. We also comply with the National Statistics Code of Practice requirements and other legislation related to safeguarding the confidentiality of data. GDPR gives you the right to know how we will use your data. This message can give only a brief description of how we use data. Fuller details of the uses of pupil data can be found on the ScotXed website (www.scotxed.net).

SGEP works with a range of partners including Education Scotland and the Scottish Qualifications Authority. On occasion, we will make individual data available to partners and also academic institutions to carry out research and statistical analysis. In addition, we will provide our partners with information they need in order to fulfil their official responsibilities. Any sharing of data will be done under the strict control and prior agreement of the Data Access Panel in SGEP, which will ensure that no subject specific data will be made public as a result of the data sharing and that such data will not be used to take any actions in respect of an individual.

Further details are available on:

https://www2.gov.scot/Topics/Statistics/ScotXed/PrivacyInformation

Any Concerns

If you have any concerns about the ScotXed data collections you can email school.stats@scotland.gsi.gov.uk or write to:

The ScotXed Support Office, SEGP, Area 1B, Victoria Quay, Leith, EH6 6QQ.

Alternative versions of this page are available, on request from the ScotXed Support Office, in other languages, audio tape, braille and large print.

Want more information?

Further details about ScotXed data exchanges are available on the ScotXed website, https://www.gov.scot/collections/scottish-exchange-of-data-scotxed/

Child Protection

Every adult in Scotland has a role in ensuring all our children and young people are safe and protected from harm at all times and in all situations. The Head Teacher is responsible for the school's actions in response to Child Protection concerns.

If there are any Child Protection concerns the Head Teacher or the Child Protection Co-ordinator will follow North Lanarkshire Child Protection Procedures and Guidelines

Child Protection Co-ordinator is: **Mrs Hazel Buchanan (Head Teacher)**
Telephone Number: 01698 274923

Adult Protection

The Council has responsibility under the Adult Support and Protection (Scotland) Act 2007 for the protection and support of adults at risk of harm within North Lanarkshire. Its employees therefore have the responsibility to ensure the welfare of all adults at risk of harm with whom they come into contact, as well as providing the highest possible standard of care for some of the most vulnerable members of our society. If there are any Adult Protection concerns the Head Teacher or the Adult Protection Co-ordinator will follow North Lanarkshire Adult Protection Procedures and Guidelines

Adult Protection Co-ordinator is: **Mrs Hazel Buchanan (Head Teacher)**
Telephone Number: 01698 274923

Promoting Positive Relationships

At Newmains Primary School we believe in building positive relationships between adults and pupils. In 2019 we launched a Relationship Policy that placed relationships at the heart of every interaction within our school. This was refreshed in 2025. The vision is to improve the learning environment for everyone by using a nurturing approach that sets clear boundaries and uses appropriate restorative actions to reinforce learning. We aim to work in partnership with parents to achieve this.

In the Classroom
The class teacher will discuss with the children in his/her class and create a Class Contract, keeping the children's voice at the centre. Teaching staff have focused on Emotion Works, an education programme for emotional learning and emotional literacy with the aim of supporting the pupils to learn self-regulation strategies.

In the Playground
Incidents occur in the playground, which are dealt with immediately by appropriate members of staff using restorative methods. Children are helped to compromise and find mutual ways to coexist with one another. Vital social skills are learned through calm interactions after the heat of the moment. Should further incidents of the same type occur, you will be informed and invited to work with us in trying to solve the problem**. Please do not encourage children to hit or fight in any way but to inform an adult about any situations or problems in the playground.** We aim to make our playground a **safe** and **happy** place for children. If you have any worries or problems with your child, we would be happy to discuss them with you.
A copy of our Relationships Policy can be found on our website.

Principles
In fulfilling our commitment to a positive relationship policy, we are guided by the following essential principles:

- Nurturing principles and behaviour and attachment theories are paramount in dealing with behaviour incidents.
- Relationships are at the heart of everything we do.
- Pupils have the right to learn in school without disruption.
- We believe in second chances, fresh starts and working in partnership to improve behaviour.

We also have a number of initiatives in place to promote positive relationships and recognise effort and achievement:

- House System

- Rights Respecting School
- Weekly assembly with rewards and certificates
- Values and awards linked to values
- Recognition Boards and awards given instantly to celebrate success
- Recognise and celebrate wider achievement of pupils
- Responsibilities including learning buddies, playground buddies, monitors, playground helpers

Anti-Bullying
Respect for All: national approach to Anti-Bullying Scottish Government.

Respect for All is underpinned by the values of:

- Fairness
- Respect
- Equality
- Inclusion

Respect for All recognises the power of relationships, "***We will promote positive relationships and behaviours amongst all children and young people and adults around them***."

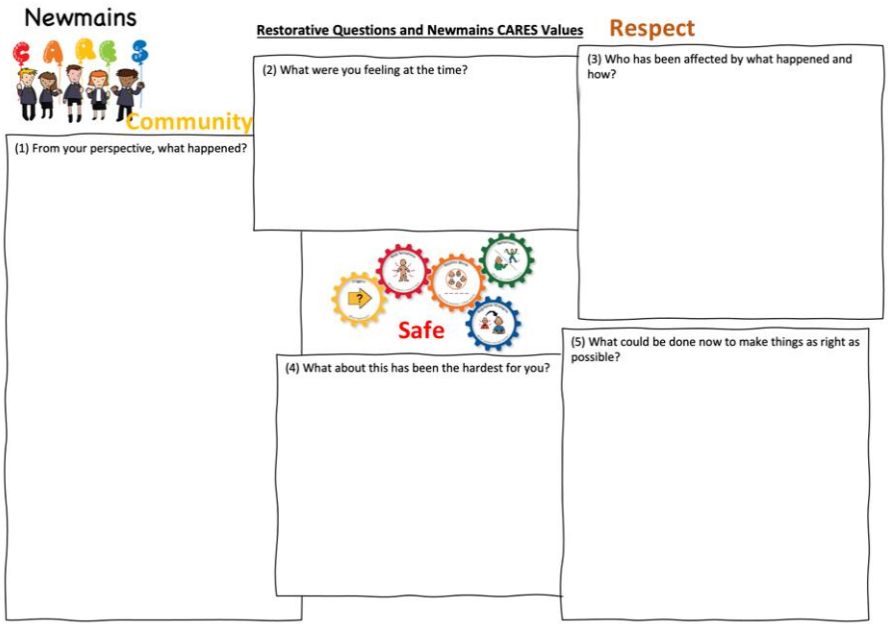
Respect for All recognises the need to develop a culture of "***mutual respect and responsibility amongst all children and young people and adults around them*.**"

Respect for All seeks to ***"understand the experiences, and address the needs of children and young people, who are bullied as well as those who bully within a framework of respect, responsibility, resolution and support."***

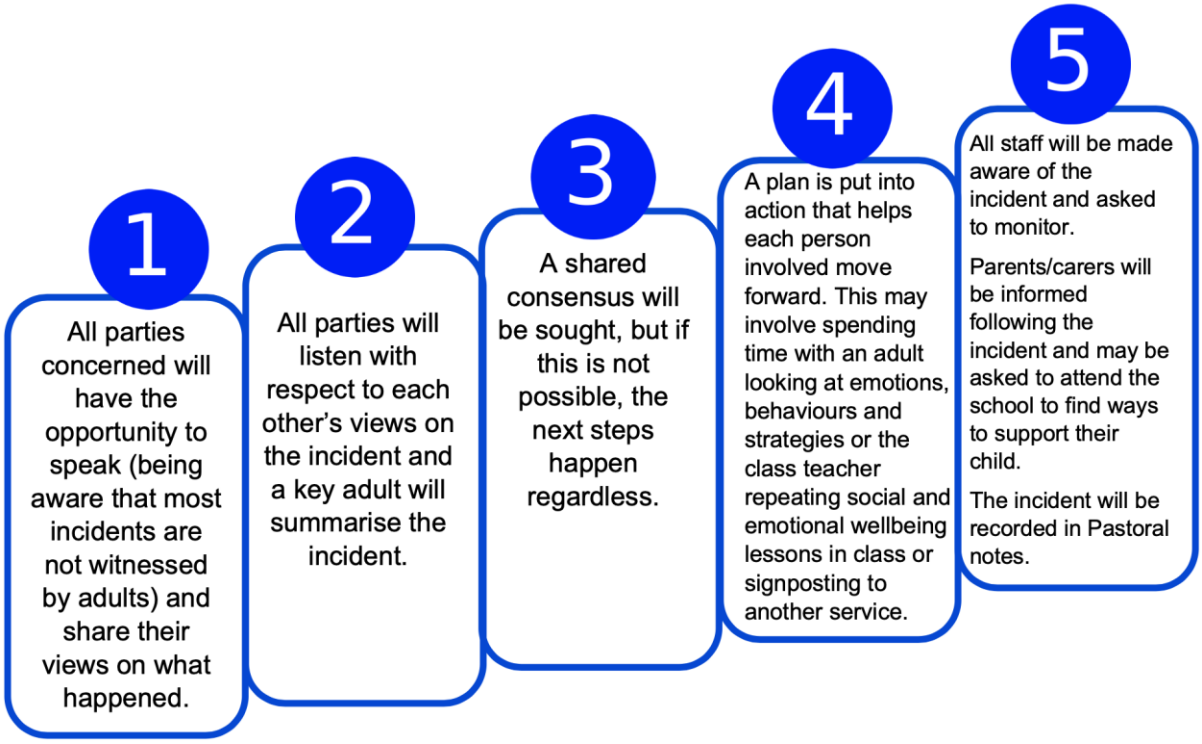
Newmains Primary School is committed to addressing these types of behaviours:

- Being called names, teased, or put down or threatened
- Being hit, tripped, or kicked
- Having belongings stolen or damaged
- Being ignored, left out or having rumours spread about you
- Receiving abusive text messages or emails
- Being forced to do things against your will
- Being targeted for who you are or who you as perceived to be

Following an incident, we use our reflection sheets which are linked to the School Values and Emotion Works and follow restorative practice. The aim is learning from our mistakes.



These are the steps that we take following an incident:



Supervision Arrangements

During non-class time our pupils are supervised by our support staff in terms of the Schools (Safety and Supervision of Pupils) (Scotland) Regulations 1990. There is at least one member of staff in each area of the school playground. In the morning, and at other times, there is an SLT presence in the school playground. During wet intervals the support staff supervise the classrooms, and they are assisted by groups of P7 monitors. We also offer nurture support during breaks to children needing additional support and we also have a calm corner in the school playground.

Home and School Links

In Newmains Primary School we recognise that parents have a major role to play in the overall education of their children and to help achieve parental co-operation and assistance we welcome as many links as possible between the home and school. We encourage parent helpers to assist in the activities of the school. This is most beneficial to pupils, staff and parents. At Newmains Primary School we operate an open-door policy and are keen to communicate openly and effectively with parents and carers.

We are always looking for ways to involve parents and carers in the life and work of the school. Over the course of the year we offer a variety of opportunities for parents to visit us either formally or informally, including:

- Parents night twice a year
- Parent Council monthly meetings
- Workshops and events to support learning
- Concert, church services and other celebrations.

We also have a Parent Council which incorporates a fund-raising group who organise events throughout the year. The Parent Council meets on the first Wednesday of each month.

A monthly newsletter is e-mailed out each month to inform parents of forthcoming events or to report on activities which have already taken place. Monthly class SWAYs are shared with parents to provide regular updates on learning, achievements and experiences within the classroom. Most communication is via e-mail. It is vital we have a correct email address and would encourage you to check your in-box regularly.

Attendance at School

If your child is absent from school or nursery and is likely to be off for more than a day or two, please inform us by telephone or email. At the start of each session, we update contact details for all children, and it is essential that any changes throughout the year are passed on to the school office. The school investigates unexplained absences, and the authority has the power to write to, interview or prosecute parents, or refer pupils to the Reporter of the Children's Panel, if necessary.

Section 30 of the 1980 Education Act places a duty on every parent/carer of a child of 'school age' to ensure that their child attends school regularly. Attendance must be recorded twice a day, morning and Afternoon. Regulation 7 of The Education (School and Placing Information) (Scotland) Amendment, Etc., Regulations 1993 requires each child's absence from school to be recorded in the school register as authorised or unauthorised: As defined by the Scottish Government.

Family Holidays During Term Time

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/carers should inform the school by letter of the dates before going on holiday. Absences will be classified as authorised only in exceptional circumstances. Such circumstances may include: A family holiday judged to be important to the wellbeing and cohesion of the family, following serious or terminal illness, bereavement or other traumatic events.

A family holiday classified under the 'authorised absence' category will not include such reasons as**:**

- The availability of cheap holidays
- The availability of desired accommodation
- Poor weather experience during school holidays
- Holidays which overlap the beginning or end of term
- Parental difficulty obtaining leave (except in cases where evidence is provided by the employer that it cannot accommodate leave during school holidays without serious consequences)

Family holidays with the above similar characteristics will be classified as unauthorised absence. Where the Head Teacher's prior agreement has not been sought the absence will automatically be classed as unauthorised.

Extended Leave with Parental Consent

Where most family holidays will be recorded as unauthorised absence (see above) extended leave with parental consent will not be considered the same as a family holiday.
Leave in such circumstances will be authorised under circumstances such as:

- Extended overseas educational trips not organised by the school
- Short-term parental placement abroad
- Family returning to its country of origin (to care for a relative, or for cultural reasons)
- Leave in relation to the children of travelling families.

Exceptional Domestic Circumstances

Parents/Carers may request permission for such leave in writing and the school may authorise such requests under the following circumstances:

- The period immediately after an accident or illness
- A period of serious or critical illness of a close relative
- A domestic crisis which causes serious disruption to the family home, causing temporary relocation.

It should be emphasised that the school investigates unexplained absences and that the authority has the power to write to, interview or prosecute parents/carers, or to refer pupils to the Reporter of Children's Panel, if necessary. A statement of the school's policy including procedures for the enforcement of attendance.

The school monitors attendance closely and sends out letters to families where attendance patterns are concerning, or pupil's attendance falls below 90%. It is therefore important that the school is aware of reasons behind pupil absence.

Clothing and Uniform

All North Lanarkshire schools must have a dress code which encourages pupils to dress in a way which is appropriate to attendance at school. This dress code must not lead to direct or indirect discrimination on the grounds of race, religion gender or disability. Prior to drawing up the dress code the parents, pupils and staff were fully consulted. It is the expectation of the Education and Families, that parents/carers will be keen to support the dress code and written agreement may be sought.

Clothing which is unacceptable in school under any circumstances include items which:

- could potentially encourage factions (e.g. football colours)
- could cause offence (e.g. anti-religious symbolism or political slogans)
- could cause health and safety difficulties such as loose fitting, dangling earrings & other potentially dangerous jewellery
- are of flammable material which may be a danger in certain classes (e.g. shell suits)
- could cause damage to flooring
- carry advertising in particular for alcohol or tobacco
- could be used to inflict damage on other pupils or to be used by others to do so.

Parents\carers in receipt of a clothing grant from the Council will be encouraged to purchase items which are in accordance with the school dress code. Approval of any requests for such grants in other circumstances are at the discretion of the Executive Director of Education and Families. Information and application forms may be obtained from the Council website Free school meals and clothing grants | North Lanarkshire Council

Parents are entitled to receive a clothing grant if they are in receipt of any of the following benefits: Income Support, Job Seekers Allowance (income based). Employment & Support Allowance (income related), Universal Credit (with an income below £796 per month), housing benefit (please note that the housing element of Universal Credit is not housing benefit), council tax reduction (please note that single person's discount/council tax exemption is not council tax reduction). For academic session 2025/26 the deadline for school clothing grants is 31 March 2026. For academic session 2026/27 the deadline for school clothing grants is 31 March 2027.

Whilst in general terms it would not normally be the policy of the authority to exclude a pupil from school solely on the basis of his/her dress, persistent refusal to respond to a reasonable dress code may be deemed to be a serious challenge to the Head Teacher's authority and be detrimental to the well-being of the whole school community. In such circumstances a Head Teacher would justify the use of the school discipline procedure.

The council wishes to minimise claims arising from the loss of pupils' clothing and/or personal belongings. Parents are asked to assist in this area by ensuring that valuable items and unnecessarily expensive items of clothing, jewellery etc are not brought to school. Parents should note that any claims submitted to cover the loss of such items are likely to be met only where the authority can be shown to have been negligent. Please ensure that your child's name is clearly marked on their clothing to save it getting lost.

Newmains Primary School Uniform

Our school uniform is as follows:

- White shirt, blouse or school polo shirt
- Grey or black skirt or trousers
- Grey or black jumper, cardigan or school sweatshirt

- School Tie (Black & Gold) – P7 (badged tie)
- Dark Shoes
- Black Blazer (optional)

To mark them as senior pupils, Primary 7 wear:

- White shirt, blouse or school polo shirt
- Black skirt or trousers
- Black jumper, cardigan or school sweatshirt
- School Tie (Black & Gold)
- Dark Shoes

All uniforms are supplied by:
MIYO Schoolwear,
10 Clap Road,
Wishaw,
ML2 7XQ

Newmains also recycles quality used uniforms via our Uniform Carousel with the support of our parent council. If you require any uniform from the carousel, please ask a member of staff.

PE Clothing
Your child will have more freedom and enjoyment from a P.E. lesson if he or she can change out of their uniform**.** We suggest black *shorts, white t-shirt (not a football strip)* and *gym shoes.*

Outside
We aim to have children enjoy the local outdoor environment throughout the year for break times and for outdoor learning. With the Scottish climate being so changeable and often wet please make sure that your child has a waterproof jacket to wear to school and consider other clothing elements depending on the weather.

School Meals

At Newmains Primary we serve lunch in our dining hall. The canteen offers a variety of healthy options as well as sandwiches, fruit, cakes, yoghurts, and drinks. A full school meal costs £3.25. All pupils in primary 1 to 5 are entitled to free school meals. There is always a daily vegetarian option available.

The menu changes regularly and can be accessed online. Please let us know if your child has any special dietary requirements, as these can be accommodated through discussion with the catering manager and Head Teacher once a medically prescribed diet form has been received from the child's GP. All completed forms must be signed by a medical professional and returned to specialdiet@northlan.gov.uk

Children of parents/carers receiving Income Support, Job Seekers Allowance (income based), and Employment & Support Allowance (income related), Universal Credit (with an income below £796 per month), are entitled to a meal without charge. Information and application forms for free school meals can be downloaded from the council website Free school meals and clothing grants | North Lanarkshire Council

Children are also able to bring a packed lunch from home to eat but please remember that these should not have products that contain nuts.

Placing Requests

You have the right to make a placing request for your child to be educated in a school other than the local school. In December each year, the authority will advertise its arrangements for placing requests. There are sound educational reasons for trying to ensure that the transfer or admission of children to a school takes place at the start of a school session. Other than those who are moving home to a new area, parents\carers are advised to time any placing requests so that they take effect from the beginning of the new school session. Every effort will be made to try to meet the parental wishes, but you should note that it is not always possible to grant every placing request to a particular school. Placing requests to Primary School does not necessarily ensure that your child will have a direct entry to the associated secondary. Advice on this must be sought from the Primary School Head Teacher. Further information on placing requests and procedures is available from the school or the council's website.

Parents and Young People have a right under the Additional Support for Learning Act 2009 to make a placing request for their child or young person to attend a nursery (including partnership nursery), special school or special class managed by the home authority. In the event of a successful placing request the authority is not required to provide transport. The Act also enables parents and young people to make a placing request to attend a school/establishment belonging to another authority.

Transport

Newmains Primary School currently has no children transported to school.

The Council has a policy of providing free transport to primary pupils who live more than one mile from their catchment school by the shortest suitable walking route. This policy is more generous than the law requires. This provision may be reviewed at any time.
Parents/carers who consider they are eligible can apply on the Council website.
Applications should be submitted by the end of February for those pupils beginning school in August to enable the appropriate arrangements to be made. Applications may be submitted at any time throughout the year but may be subject to delay whilst arrangements are made.
There is discretion in certain circumstances to grant privilege transport for pupils to travel in transport provided by the authority, where spare places are available and no additional costs are incurred.

Pick-up points

Where free transport is provided it may be necessary for pupils to walk a certain distance to the vehicle pick-up point. Walking distance in total, including the distance from home to the pick-up point and from the drop-off point to the school in any one direction, will not exceed the authority's limits (see above paragraph). It is the parent's/carers responsibility to ensure their child arrives at the pick-up point in time. It is also the parent's/carers responsibility to ensure the child behaves in a safe and acceptable manner while boarding, travelling in and alighting from the vehicle. Misbehaviour could result in a loss of the right to free transport.

Placing Requests

The council does not provide transport for those pupils in receipt of a placing request other than in exceptional circumstances. In the case of early entry requests if a child is offered a place in the catchment area school, transport will be provided in accordance with the Council's policy as stated above.

Medical and Health Care

Parents/carers are asked to keep the school up to date with any medical information relating to their child. Emergency contact details should be updated when changes are made. If a child is unwell, then we will contact the numbers we have on record to get someone to take them home from school. Minor accidents are treated in school by our First Aider- Mrs Codona, but if your child is unfortunate enough to have a serious accident, we will contact you immediately so that you can take them home or be with your child when they are taken to the family doctor or to hospital as is necessary. Should your child need to take medicine at school at any time, please contact the School Office, to complete a form for this purpose. Medication cannot be administered without your consent.

The school works closely with NHS Lanarkshire and pupils receive a programme of medical and dental checks up during their time in school. The school can where appropriate make referrals to specific NHS agencies to support pupils and the school nurse supports the children in the school.

If a young person is unable to attend a suitable educational establishment as a result of prolonged ill-health, North Lanarkshire Council must make special arrangements for the pupil to receive education elsewhere, other than at an educational establishment. In North Lanarkshire, children and young people are treated in the paediatric in-patient unit within Wishaw General Hospital. It is not common for children and young people to have extended stays in Wishaw General, and therefore North Lanarkshire Council does not require a dedicated hospital education service children and young people resident in North Lanarkshire and in hospital in Glasgow, may access education through the Hospital Education Service (HES). The service is provided by Glasgow City Education and Social Work Services. For further information, please contact your child's school.

Information in Emergencies

We make every effort to maintain a full educational service, but on some occasions circumstances arise which lead to disruption. For example, schools may be affected by severe weather, temporary interruption of transport, power failures or difficulties of fuel supply. In such cases we shall do all we can to let you know about the details of closure or re-opening. We shall keep you informed by using letters, notices in local shops and community centres, announcements in local churches and announcements in the press on local radio, on the NLC website and X.

The Parent Forum

As a parent of a child at this school you are automatically a member of the Parent Forum. The Parent Forum is composed of all the parents and carers of children at the school.

As a member of the Parent Forum you can expect to:

- get information about what your child is learning
- get information about events and activities at the school

- get advice/help on how you can support your child's learning
- be told about opportunities to be involved in the school
- have a say in selecting a Parent Council to work on behalf of all parents at the school
- be invited to identify issues for the Parent Council to work on with the school.

The Parent Council

The Parent Council's rights and duties include:

- supporting the work of the school
- representing the views of parents
- consulting with parents and reporting back to the Parent Forum on matters of interest
- promoting contact between the school, parents, pupils, providers of nursery education and the wider community
- fundraising
- taking part in the selection of senior promoted staff
- receiving reports from the Head Teacher and education authority
- receiving an annual budget for administration, training and other expenses
- improving home school partnership and facilitating parental involvement.

Members of Parent Councils, on a voluntary basis, may also have an advisory role in decisions on placing requests by parents in respect of those situations where the number of placing requests for a particular school or for a particular stage in a particular school exceeds the number of places available.

Newmains Primary School Parent Council:
Glenn Weir (Chairperson), Ashley Devine (Treasurer) & Secretary position unfilled

Julie Attwood, Chelsey Calderwood, Bronagh Megahy, Kelly McAdam, Sarah Jane Taggart, Laura Nelson

The clerk to the Parent Council is Michelle Brown.
The Head Teacher, Hazel Buchanan, is the professional adviser to the Parent Council and has a right and duty to attend all meetings of the Parent Council. Meetings of the Parent Council are open to members of the public.

In addition to supporting the school in the ways mentioned above our Parent Council organise and run a number of events over the course of the year such as discos and fayres and the money raised is used to support the school's activities for the young people of the school. The Parent Council meets at 6.30pm in the school on the first Wednesday of every month and new faces are always made welcome.

Pupil Voice

The school has a pupil council, formed of children from primary 1 to 7. The pupil council is just one group of a number of groups formed in the school. There is also a Health and Wellbeing Ambassadors, Sport Leaders, Rights Respecting steering group, Digital Leads and an Eco Committee.

Transfer from Primary School to Secondary School

Pupils normally transfer between the ages of 11½ and 12½ so that they will have the opportunity to complete at least 4 years of secondary education. Parents\carers will be informed of the arrangements no later than December of the year preceding the date of transfer at the start of the new session. Our associated secondary school that pupils usually transfer to is:

Clyde Valley High School
Castlehill Road
Wishaw
ML2 0LS
Tel: 01698 274950

The Head Teacher is Sandra Gilfillan
The DHT (transition remit) is Mrs Yvonne McKenna

A programme of activities and visits takes place throughout the children's Primary 7 year which includes:

- a tour of the school
- regular visits
- sporting events
- curricular days
- competitions and quizzes
- additional support and enhanced transition meetings can be arranged

We benefit from cluster support arranged through the Clyde Valley Cluster.

Additional Information

NL Digital School

It is recognised that digital technology is already making a significant contribution to learning and teaching practices. When used appropriately and, with all stakeholders being supported it can enrich learning and teaching, help to raise attainment.

North Lanarkshire Council have developed a range of supports to enhance the use of digital learning within our schools. This includes the development of resources and training materials to support school staff, young people and their families with their digital learning and the provision of a universal offer the NL Virtual Classrooms, providing digital learning materials for all curricular areas at every level, up to and including the BGE.

Parents Portal

Parentsportal.scot is a digital service to help provide direct communication to parents and carers through a selection of online services. This includes

- Annual data checks
- Online payments
- Permission slips
- Reporting absence
- Viewing timetables (secondary schools)
- Pupil reporting

Information and guidance relating to North Lanarkshire Council Digital offering including how to access parentsportal.scot can be found on the NL Digital School page available on the Councils website https://www.northlanarkshire.gov.uk/schools-and-learning/nl-digital-school

Glow and M365

All pupils in staff and NLC have access to Glow – Scotland's national digital learning platform provided by Scottish Government and managed by Education Scotland. It provides learners and educators across North Lanarkshire with an environment that can support learning across the whole curriculum through. This is primarily achieved in NLC using the services found within Microsoft M365. Pupils will be given a login to Glow when they start school, and these details will follow the young person throughout their school journey. Glow passwords are issued directly to pupils, and it is Education Scotland policy that these passwords should not be shared with anyone else. Guidance on Glow passwords can be found here. All staff in schools have the ability to reset a pupil's Glow password.

Once logged into Glow, pupils will have the ability to use the full range of apps available via M365. These include MS Teams, OneNote, PowerPoint and MS Word. Users also have the option of downloading O365 to install on up to 5 additional personal devices and this can be accessed from the national section of the Glow Launchpad.

Armed Forces Covenant Duty

North Lanarkshire Council is committed to the Armed Forces Covenant.

The Armed Forces Covenant Duty – Statutory Legislation 2022 is a legal obligation placed on relevant bodies, when exercising relevant functions, such as Education, Health Care and Housing Services, to have due regard to the three principles of the Armed Forces Covenant.

Further details on the Armed Forces Covenant can be found on Scottish Armed Forces Education Support Group - gov.scot (www.gov.scot)

Useful Names and Addresses

Education and Families
North Lanarkshire Council
Civic Centre
Windmillhill Street
Motherwell
ML1 1AB

Education and Families Manager: Daniel Murray

Councillors McKendrick, McManus, Roarty and Shevlin serve our school catchment area. All can be contacted at:
Civic Centre
Windmillhill Street
Motherwell
ML1 1AB

The local Provost and The Chief Executive of Education and Families can also be contacted at the above address.

Help and advice on any matters relating to Support for Learning can be obtained from:

Clyde Valley High: Paula McGhie (CIIL) - McGhiePa@northlan.gov.uk

You can also get more help and advice from:

Enquire – the Scottish advice service for additional support for learning. Operated by Children in Scotland, Enquire offers independent confidential advice and information on additional support for learning. Enquire also provide a range of factsheets,
0345 123 2303
info@enquire.org.uk
www.enquire.org.uk for parents, practitioners and children and young people

Children in Scotland - Resolve Mediation
0131 313 8844 07955 788967
Email: resolve@childreninscotland.org.uk

Independent Adjudication
Scottish Government
Directorate for Learning
Support and Wellbeing Unit
Area 2C North
Victoria Quay
Edinburgh
EH6 6QQ

Reference to Additional Support Needs Tribunal (Scotland)
ASNTS
Health and Educational Chambers
First Tier Tribunal for Scotland
Glasgow Tribunals Centre
20 York Street
Glasgow
G2 8GT
0141 302 5860
www.asntscotland.gov.uk

NHS Lanarkshire
Wishaw - Wishaw Health Centre 01698 355511

Social Work
Wishaw/Shotts - 01698 348200

Community Learning & Development Locality Office
Wishaw/Shotts CLD Locality Office
Calderhead High School
Dyfrig Street
Shotts
ML7 4DH
Tel: **01698 274343**
E: CLD-Wishaw@northlan.gov.uk

Although this information is accurate at time of printing, there could be changes affecting any of the matters dealt with in the document -
(a) before the commencement or during the course of the school year in question.
(b) in relation to subsequent school years.
Education authorities by law are required to issue a copy of the school handbook to parents in December each year. It details the current policies and practices of both the council and the school.

Newmains Primary School

CARES

Community, Achieve, Respect, Everyone, Safe

Our Awards & Accreditations

Gold Rights Respecting Schools Award

Sport Scotland Gold School Sport Award

Eco Flag

Respect Me Award

Digital Schools Award

We are proud to be recognised nationally for our commitment to children's rights, achievement, wellbeing, sustainability, digital learning and sport.