St. Fillan’s Primary School Newsletter

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August 2019

Our shared vision - “We are all learning, growing and succeeding together”

Our Shared Values:

**R** – Respect **R** – Responsibility **T** – Team work **F** – Faith **T** – Trust

**S** – Success



**Head Teacher’s August’s Message:**

It was wonderful to welcome the children back to school on Thursday following a long Summer holiday. Despite the weather being ever changeable, I hope that you were able to spend lots of time making special memories with your family and friends.

A special welcome to our new and existing Primary one parents and families. We welcome you into the St. Fillan’s family and look forward to working in partnership with you to help your children grow throughout the years.

As always, the children are a real credit to you and to our school and they look splendid in their new school uniforms. It was a pleasure to see the children keen and eager to burst into school for the beginning of a new school term! We look forward to catching up with them about their Summer adventures over the next few days!

As always, the August Newsletter is full of useful information that we will refer to as and when required so I hope that it will provide you with many useful pointers that can be referred to as the year progresses as it serves as a practical insight into our practice and policies. I will ensure that a copy is uploaded onto the school website so that you will find it with ease.

We had an amazing school session last year and have successfully continued to raise the profile of our school within the local community and beyond. This session, we will continue to drive forward our ambitious plans and look forward to working with you and our community to make our school even better and ensuring that our children exceed their full potential.



Best Wishes,

Claire Mackenzie ( Head Teacher)

**The Religious Life and Ethos of our School:**

[](https://www.google.co.uk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=2ahUKEwiQ8N_ol57ZAhUMGuwKHdUpD1QQjRx6BAgAEAY&url=http://www.catholic.org/saints/saint.php?saint_id%3D581&psig=AOvVaw0ajqizQa117zSqVLPNz8In&ust=1518449629647301)

**Saint Therese of Lisieux Relics**

This September, the Diocese of Paisley will welcome the relics of ‘Saint Therese of Lisieux’ as part of a visit to Scotland.

To celebrate this special occasion, Bishop John has organised a Mass for all Primary 7 children and staff across the Diocese to be celebrated on: **Monday 16th September** **2019** at 10.00am in St. Mirin’s Cathedral.

Buses have been booked to transport the children and we will look at how the inspiration and teachings of St. Therese and her ‘Little Ways’ can benefit us all in our daily lives.

***‘Let us love, since that is what our hearts are made for.’ St. Therese.***

**First Friday Mass:**

First Friday Masses take place at various times throughout the school year in St. Fillan’s Church and we always receive lots of encouraging compliments from our Parishioners about how respectful and reverent the children are during Masses and Services.

Please note that we will not attend Mass on the First Friday of every month as Father Paul is also committed to serving the Primary schools of St. David’s and St. Margaret’s and therefore his time is divided between the three Primary schools.

The children in Primaries 4 to 7 are allocated special roles and responsibilities at Mass such as: Altar Servers, Offertory Procession, Readers and Musicians and this encourages the children to take an active role in their faith development.



Everyone is welcome to attend and I know that the children love to see members of their family at Church when they attend with the school as it is a great way to nurture the important partnership between home, school and Parish. I will continue to update you with regard to times and dates in the monthly Newsletter and we would requested that the children wear full school uniform, where possible as ambassadors for our school within our local community.



The dates that have been confirmed for community worship are as follows:

|  |  |
| --- | --- |
| **Day, Date and Time** | **Event** |
| Friday 4th October 2019 at  9.30am – St. Fillan’s Church. | First Friday Mass – all welcome to come along! |
| Friday 1st November 2019 at 11.30am – St. Fillan’s Church. | Feast of all Saints – all welcome to attend. Please note  that the Church is usually busier when ‘Holidays of  Obligation’ are being celebrated. |
| Friday 20th December 2019  at 9.30am – St. Fillan’s Church. | End of Term Advent Mass. This is a popular Mass as  the Parishioners look forward to the children singing  Christmas carols. |
| Friday 18th January 2020 at  9.30am – St. Fillan’s Church. | Today we celebrate the Feast Day of our Patron  Saint St Fillan. Come along and hear more about the  special Saint who looks after us and protects us. |
| Wednesday 26th February 2020  at 11.30am – St. Fillan’s Church. | Ash Wednesday Mass. Please note that this will be  a busy Mass and spaces in the Church car park will be filled quickly! |
| Friday 6th March 2020 at  9.30am – St. Fillan’s Church. | First Friday Mass – all welcome to come along! |
| Thursday 21st May 2020 at  11.30am – St. Fillan’s Church. | Ascension Thursday Mass. Please note  that the Church is usually busier when ‘Holidays of  Obligation’ are being celebrated. |
| Friday 19th June 2020 at  9.30am – St. Fillan’s Church. | Primary 7 Leaver’s Mass and the close of the school session. Come along and support the children as they  fly the nest. |

**Sacraments:**

Following a meeting with Father Paul and the Head Teacher’s of St. David’s and St. Margaret’s prior to the Summer break, we have been able to set a Parish Calendar of events for this school session.

Please note that as always, these dates and times are subsequent to change, however, these are the dates that have been set for the Sacraments of Confirmation for our Primary 7 children and Reconciliation and First Holy Communion for our Primary 4 children.

Please note that the Primary 6 children have been invited special Masses/events alongside their Primary 7 peers. This is due to the preparation for Confirmation beginning in Primary 6 and continuing into Primary 7. Combining these events will enable the children to prepare for the ‘Pope Francis Faith Award’ which also begins in Primary 6.

Please remember to keep our school and the children in Primary 4, 6 and 7 in your prayers as we begin a new school year and in preparation for the children’s Sacraments. Thank you.

|  |  |
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| **Day, Date and Time** | **Event** |
| Wednesday 18th September –  6.30pm in St. Fillan’s Church. | Primary 4, 6 and 7 Parents are invited to attend a  Meeting regarding arrangements for the  Sacraments which will be hosted by Father Paul. |
| Sunday 15th December –  11.00am – St. Fillan’s Church. | Primary 6 and 7 Mass of Enrolment for the  Sacrament of Confirmation. The children’s Sponsor’s  are also invited to attend. This is also ‘Bambinelli  Sunday’ where the children in Primary 4 will make cribs  And Father Paul will issue and bless a ‘Baby Jesus’ for  the children to take home. |
| Sunday 8th March – 11.00 –  St. Fillan’s Church. | Primary 4’s Mass of Commitment for the Sacrament  of First Holy Communion. |
| Thursday 12th March – 6.30pm –  St. Fillan’s Church. | Primary 4’s Sacrament of Reconciliation. |
| Saturday 9th May – 10.00am –  St. Fillan’s Church. | Primary 4’s First Holy Communion. |
| Sunday 10th May – 11.00am –  St. Fillan’s Church. | Primary 4 are invited to wear their Communion attire  and join the Parish community for a Grotto procession  around the Church. It would be lovely to see as many  families in attendance as possible. Last session, this  procession was one of the highlights not to be missed! |
| Wednesday 13th May – 7.00pm –  St. Mirin’s Cathedral. | Primary 7’s Sacrament of Confirmation. |
| Sunday 14thJune – 11.00am –  St. Fillan’s Church. | The Mass of Thanksgiving for the children in Primary  4 and 7. This is also the feast day of ‘Corpus Christi.’ |



**School Vision, Values and Aims:**

Our school vision, values and aims are the beating heart of our school and the core beliefs of what we are aiming to achieve.

As a Catholic School, we also follow the ‘Charter for Catholic Schools’ and our core values echo the values contained in the Gospels.

The core values are displayed around the school and we spend time at Assembly discussing them and considering how we can ‘Be the best we can be’ through living out our beliefs in our thoughts, words and actions. They permeate throughout everything that we do both socially and academically to develop the ‘whole child.’

As always, we will spend time this school session discussing the ‘St. Fillan Standard’ and what this looks like, sounds like and feels like and we hope to share or thoughts with you.

This year, we will spend some time discussing the school aims with the children which are at the very heart of our curriculum and all that we endeavour to achieve. We will share posts and video clips via Facebook to share this learning with you.



**BUDS Afternoons:**

‘BUDS Afternoons’ will be introduced on a Friday afternoon to replace the ‘Golden Time’ behavioural system that we introduced two years ago.

‘BUDS’ is an anagram of our four school aims and the reasons for the changes are outlined below.

**CHANGES:**

* ‘BUDS Afternoons’ will replace the traditional ‘Golden Time’ incentive every Friday afternoon in St. Fillan’s.
* Children will no longer be permitted to bring in personal belonging from home for ‘Golden Time.’
* Children will engage in a block of skills based activities with a specific member of staff. The staff member will then rotate around classes and the children will engage in another block of skills based activities.

**RATIONALE/REASONS FOR CHANGE:**

* ‘Golden Time’ served a purpose when we introduced the ‘Good to be Green’ charts in September 2017. However, we no longer use this system of behaviour management and therefore ‘Golden Time’ is not fit for purpose.
* Through time, the principles of ‘Golden Time’ have not been applied consistently across the school and therefore, children have varied experiences of it’s purpose and impact.
* In May 2019, we asked the children to share their thoughts around ‘Golden Time’ in the form of a questionnaire. Responses were varied across the school and although many children commented that they enjoyed this special time with friends, others thought that time could be better spent.
* We are keen to foster transferable skills in our children and ‘BUDS afternoons’ will enable us to promote the development of skills for learning, life and work through our four, ambitious and core school aims.
* The curriculum is busy with many priorities being brought to the forefront of education. Golden Time took up a significant amount of time that would be better placed developing skills and creativity in our children.
* The Scottish government are committed to skills development and view the enhancement of skills as an entitlement for all:

***“The development of skills is essential to learning and education to help young people to become successful learners, confident individuals, responsible citizens and effective contributors. The skills and attributes which children and young people4 develop should provide them with a sound basis for their development as lifelong learners in their adult, social and working lives, enabling them to reach their full potential. “***

***“All children and young people are entitled to opportunities for developing skills for learning, life and work. The skills are relevant from the early years right through to the senior phase of learning and beyond. “***

***(Building the Curriculum 4 – Skills for Learning Skills for Life, Skills for Work Education Scotland).***

**THE PROPOSED IMPACT OF THE CHANGE:**

* Our learners will be able to apply their skills in a range of contexts both familiar and unfamiliar.
* The promotion of skills development in this way will ensure we are developing a range of personal attributes in our learners that are crucial for the world of work. Attributes include: creativity, leadership, team work, co-operation, problem solving, decision making and enterprise.
* Children will benefit from working with a variety of staff members who are able to share their own skills and talents with the children throughout the year.
* Families will be encouraged to come along to a ‘Showcase of Skills’ event as part of our ‘Sharing the Learning’ events.

The children will be advised of the changes and the reasons surrounding the changes during Assembly time in August and we will continue to keep you updated of changes in due course.

**Staffing**:

We have been advised that Davie, one of our Lollipop men has been unwell over

the course of the Summer and we will keep him in our thoughts and prayers and wish him a speedy recovery.

We are delighted to congratulate Miss Dyer on her recent examination success which will enable her to begin her University placement for teaching in September. We will all be upset at loosing such a friendly and valuable member of our staff team, but we know that Miss Dyer will shine like the star she is in university and we always welcome new teachers into the profession.

We also welcome a new member of teaching staff to the team, Ms Aimee Bell who will join us at the beginning of August to support individual classes and groups of children.

I would also like to share my good news with you that I am expecting a new addition to my immediate family in early December, all being well. I have informed my Education Manager and further information will be shared with you with regard to the Local Authority’s intentions to cover my maternity leave.

**Safeguarding and Child Protection Update (HIGIOS4 2.1):**



**Roofing Works:**

Following written correspondence in June, you will be aware that roofing work has commenced around the exterior of our school building.

I am due to meet with the Project Manager within the next week or so for a formal update of progress and will advise you of any further information in due course.

The children will be reminded about the importance of staying safe when moving around the outside of the building.



**Promoting Positive Relationships:**

Last session, our staff engaged in training and professional reading around the behaviour philosophies of ‘Paul Dix’ who is a leading behavioural expert. As a result, we have updated our ‘Promoting Positive Relationships Policy’ in line with the changes we have made as a school to ensure ‘Visible Kindness and Visible Consistency’ is at the heart of our interactions around building relationships and managing behaviour in our school.

The learning around desired and positive behaviour is not one that can be left to chance and the specific skills and attitudes around appropriate conduct must be taught in partnership between home and school. With this consistent, supportive partnership , our children will continue to grow and flourish as Responsible Citizens.

A full copy of the refreshed policy can be found on our school website and we are happy that it is current, fit for purpose and that it reflects our school vision, values and aims.

**Restorative Practice:**

Should mis-demeaners occur, we use a ‘Restorative Approach’ and the strategies embedded in the PATHS (Promoting Alternative Thinking Strategies) to provide children with an opportunity to reflect upon and discuss behaviours with a trusted member of staff which will be their Class Teacher in the first instance.



**High Expectations!**

Our four school rules/expectations underpin the important value of ‘Kindness’ and they are simple to remember and understand. It would be helpful if you were able to reinforce these rules at home.



**Choose Kind:**

* Kind Hands.



* Kind Feet.
* Kind Words.
* Kind Heart.

**Anti-Bullying:**

We expect the absolute best for all our children and we have high standards and expectations around appropriate behaviour and conduct.

Last session, we reviewed and refreshed our Anti Bullying Policy in line with Local Authority priorities. The policy was officially launched in February 2019 and is entitled ‘Celebrating Diversity.’ A copy of this policy is available upon request at the School Office.

Bullying behaviour has no place in our school and it is the responsibility of the whole school community to ensure that bullying is not given the opportunity to thrive within the learning environment.

You will be aware that online bullying is ever increasing through the use of online gaming, mobile phones and Social Media and it is crucial that we continue to work in partnership to ensure our children come to school with a ‘readiness to learn.’

We are committed to ensuring that our children do not carry their worries around with them and take them home at the end of the school day and our children are to be commended for adopting and living by the St. Fillan Standard of ‘If it doesn’t sit well, then you should tell!’ Many worries have been effectively dealt with using this approach and we would appreciate your support in promoting this at home with your child.

We are always keen to hear your thoughts around how we can tackle any issues as and when they arise.

**Codes of Conduct:**

From time to time, the children may be involved in the creation of ‘Codes of Conduct’

which will explicitly outline agreed behaviours and expectations in certain circumstances, for example, School Transport, Active Schools and Football arrangements in the playground.

These will be created around our values and school rules and they are important in setting clear expectations and boundaries around what the ‘St. Fillan Standard’ should look like, sound like and feel like.

‘Fun, Safe and Fair’ are the key principles that the children had outlined as simple, yet effective ways of ensuring that everyone is following the agreed high standards of behaviour and conduct.

The codes will be sent home to provide you with an opportunity to discuss the contents with your child. There is also a space for you and your child to sign.



**Parking:**

Just a gentle reminder that in the interests of health and safety for all, the St. Fillan’s Church carpark is unavailable to be used before 9.00am in the morning and around the close of the school day at 3.00pm.

The lollipop men are responsible for the opening and closing of the Church gates as per permission from Father Paul Brady and children are not permitted to open and close the gates.

“Keep it fair and park

with care!”

I would like to thank you for your continued support with this matter.

**School Uniform: Dressing for Excellence!**



The importance of school uniform cannot be underestimated. School uniform enhances the ethos of a school and promotes a sense of belonging. It promotes identity and can greatly enhance the profile of a school.

The St. Fillan’s school uniform is unique and sets us apart from the rest as very few schools in Renfrewshire sport the brown uniform.

Whilst we encourage our children to wear their light blue polo shirts on PE days for ease of changing, it would be lovely to see as many children as possible wearing their shirts and ties on the remaining days of the week. There are also occasions when we would ask that our children wear their shirts and ties to school, for example, to Mass or events when other schools are represented. Children look the part and feel the part when they wear their full school uniform including shirts, ties and school shoes.

On reflection of last session, many of our Primary one children should be commended for their wearing of shirts and ties and many visitors to the school commented on how smart and responsible the children looked and conducted themselves.

Wearing shirts and ties also helps to set the tone and prepare children for secondary school. Secondary schools that our children transition to – St. Benedict’s High and Gryffe certainly promote the wearing of full uniform and the expectation is for children to also wear blazers, especially in senior years.

We are aware that some of our children may experience sensory issues and therefore wearing a shirt or a tie may prove to be problematic. In this instance, the child’s needs always come before our request.

There are many social and academic reasons that support the wearing of full school uniform as outlined below:

Wearing school uniform can:

* Foster a sense of community, belonging and pride within St. Fillan’s Primary school.
* Develop a purposeful and focussed ethos in the school.
* Promote equity among children.
* Set the tone and foster a ‘readiness to learn.’
* Create a positive image of our school and children within the local and wider community.
* Nurture the St. Fillan standard of having high expectations and aspirations.
* Prevent certain types of bullying behaviour whereby children are stigmatised for not wearing the perceived fashion/trend.
* Make is easier for parents, children and staff to know what to expect our children to wear to school.
* Improve school safety.
* Ensure easy identification, security and management of children when taking part in community events or excursions.



*“Renfrewshire Council encourages each school to adopt a dress code after discussion with parents, pupils and the parent council. The council supports an agreed dress code because of the benefits it brings, including improvements in safety, security, discipline, ethos and community spirit, and a decrease in bullying and expense for parents.”*

*(Local Authority advise and guidance).*

Please see below the guidance around the purchasing and wearing of school uniform as outlined in our school handbook:

This school has a very attractive uniform and the items are listed below. Our pupils are asked to wear the agreed uniform at all times and parental support is appreciated:

* Brown skirt/trousers (smart/tailored) and **dark outdoor shoes.**
* Brown blazer or brown school fleece jacket (and brown shower proof jacket).
* Blue shirt and tie, school sweatshirt or brown jumper/cardigan, or
* School polo shirt and school sweatshirt.
* The wearing of trainers to and from school is actively discouraged and we ask that they be kept for indoor use only.
* Please note shirt and tie (formal school uniform) will be required by all children. This will be requested for formal school events and masses.
* The wearing of hoodies is also actively discouraged and is only permitted for the Primary 7 Leaver’s in Term 3 and 4 of the school year.

**Summer (if desired):**

Blue/white gingham dresses **or** smart, plain brown or navy blue shorts with a school polo shirt.

If shorts are worn they must be suitable and complement the uniform. If a sweater/cardigan is required in summer, it must be from the school uniform.

**PE Kit:**

Last session, Primary 7 children enjoyed the privilege of wearing their PE kits to school as a block of their PE time took place first thing in the morning. Due to timetabling constraints, use of the hall and Assembly time, it is no longer possible to facilitate this privilege and we would ask for all children to bring in their PE kits on specified gym days.

Children in Primaries 1 to 3 may bring in their kits in a PE bag and store them at their peg in school. Kits can be taken home from time to time for the purposes of washing/freshening them.



Please refer to the guidance below which is outlined in our school handbook:

\*We would ask that children wear their St. Fillan's t-shirt (in the appropriate house colour) dark coloured shorts and soft-shoes. Children can be rewarded ‘Family House Points’ during PE sessions for a variety of reasons and the wearing of a t shirt with the appropriate house colour can make this easier, especially when groups of children are being awarded points. House coloured t-shirts depicting the school name can be purchased from ‘School Wear Made Easy’ online or in store for £5.95 and the t-shirts can be ordered in a variety of sizes, as follows: 3-4, 5-6, 7-8, 9-10 and 11-12 years).

\*Rain jacket and joggers for outdoor learning.

\*Due to lack of space, we request that PE kits are only brought to school on gym days, with the exception of children in Primaries 1 to 3.

\*All children should have soft shoes or trainers for changing. All items of clothing should be clearly marked with the child’s name. Jewellery should be kept to a minimum, if at all, and **must be removed** before PE for health and safety reasons.

Health and well being is high on the political agenda in Scottish education and as such, all children are required to participate in two hours of PE weekly.

It is at the Class Teacher’s discretion as to how this is organised as part of their weekly planning around learning and teaching and at times a formal PE lesson need not be taught if the children have engaged in other means of physical activity throughout the course of a week.

Our Class Teachers are very skilled in being creative when the hall is being used or when the weather is not favourable for outdoor PE.

With this is mind, it is imperative that our children are prepared on PE days with the appropriate clothing and footwear.

In St, Fillan’s Primary, staff follow Renfrewshire Council’s ‘Health and Safety in Physical Education, Code of Practice,’ and are well informed with regard to making decisions about whether or not a child should participate in PE on days when they are not fully prepared. Decisions around this are always made in the interests of health and safety for the individual child and others.

When Class Teacher’s feel that children are not prepared on PE days, this will be logged and the child (Primary 4 to 7 only) will be asked to complete a ‘PE Reflection Sheet’ based on the learning and teaching within the lesson. Class Teacher’s may also include children in lessons, where appropriate to oversee games/group activities.

If your child’s name is logged on three occasions within a term, then a standard letter will be sent to you to notify you about the situation. If the situation re-occurs on a frequent basis, then the Class Teacher may call home or arrange to meet with you to further discuss this matter.

**Jewellery:**

Every class has a ‘Jewellery Box’ where children are asked to store items of jewellery, hair accessories and glasses during PE lessons.

We would ask that if children wear earrings, then they are able to take out their earrings on their own and store them in the jewellery box for safety and safe keeping.

We would also ask that is children choose to obtain a piercing, then this is done outwith term time, perhaps during the Summer holidays as often children are asked to keep earrings in their ears for a long period of time.



**Bus Transport:**

Please note that whilst parents are responsible for the desired behaviour of their children on the school buses, the school will work in partnership with pupils to produce a bus ‘Code of Conduct’ which will outline desired safety and social behaviours on the school bus. This will be sent home at the beginning of the school year and should be discussed with parents and signed by both parent and pupil. The bus driver/company may wish to discuss individual issues with parents if applicable. **Children who misbehave can lose their right to home/ school transport and this is out with the direct control of the school.**

Younger children are provided with a ‘Bus Buddy’ who will accompany them to the bus. It is the responsibility of school staff to complete the daily bus register, escort children to the bus and ensure that all seatbelts are securely fastened in accordance with the law for school transport.

Children who are not recorded on the Bus Register will not be permitted to make use of the school bus.

In the interests of Health and Safety, a daily bus register is held at the School Office and it is imperative that the Office staff are informed by the child or parent if there is to be a change in routine for collection from school at 3.00pm. If there is no notification, we would assume that the child will be travelling home from school on the transport provided.

Should you have any enquiries around school transport, then the School Office staff will be happy to assist.

**School Office Opening Hours:**



The opening times for the office are as follows:

Monday – Friday 8.45am – 12 noon and 12.30pm – 3.45pm.

The office will remain closed between 12noon and 12.30pm each day. Please note that while the office is unstaffed at this time, there will be no access to the school for visitors at this period in the day.

You will be aware that our school telephone number changed last session. This has been part of an authority wide roll out programme and as such, we have lost the facility of having an answer machine. We appreciate that this may be problematic when you are trying to contact the school, however, Renfrewshire Council are looking at this issue which has affected many establishments. We would ask that you continue to bear with us during this time. Emails may be sent to the school, however, we cannot guarantee that they will be responded to in adequate time, so please ensure that if the matter is urgent and involves arrangements for your child, then you speak to someone via telephone call at the office.

Please note that the School Office is particularly busy at the beginning and end of the school day and it would be preferable to make contact prior to 2.30pm where possible.

Should you wish to speak to the Senior Leadership Team, we will endeavour to speak to you if we are available to do so. Please be assured that if this is not possible, a message will be taken by our Office Staff and we will return your call as soon as it is possible to do so. Our diaries are busy and quite often, we are working with individual children, staff and partners so it may not be possible to return your call immediately. We thank you in advance for your understanding and patience.

Please make every effort to ensure that your child has everything they need with them each morning to minimise the number of parents/carers routinely dropping off forgotten playtime snacks, homework, packed lunches, coats, wellington boots and messages etc for the office staff to deliver to class. They are willing to help parents in emergencies but please be considerate with your requests and the frequency of them. If your child has forgotten their lunch, please be assured that a lunch will always be provided.

Thank you for your continued co-operation with this request.

**Pupil Safety:**

Pupil Safety is at the centre of all that we do - to ensure we keep up our excellent standards, please familiarise yourself with the following points when making arrangements to collect your child/children:

* School begins at 9.00am and finishes at 3.00pm prompt. If you are running late, please inform the school office as soon as possible. Out with these times, everyone must enter and exit via the main entrance.
* Prior to setting off for school in the morning, children must always know their travel arrangements for the end of each day. Please let the school or the Class Teacher know if there will be a significant change to your regular plans.
* Alert the school office of any change to pick-up arrangements as soon as possible. We cannot allow pupils in P1-P3 to walk home without a known adult who regularly collects them. It is essential that you advise us in advance if ***anyone else*** will be collecting your child. For extra security, a member of staff may call you back to confirm.
* If your child is going to be absent, please give us as much notice as you can. If possible, please provide copies of appointment letters to the school office to ensure the register is marked appropriately. If the absence is unexpected, please contact the school office as soon as possible via phone or text and provide a note in your child’s bag on their return.
* In the interests of health and safety, adults and visitors must only enter the school via the main entrance and are not permitted to access the school via the pupil entrances. When reporting to the School Office, they will be asked to sign the ‘sign in/out’ book and provided with a ‘Visitors Pass’ as it is essential that we are aware of who is in the school building in the event of an emergency.
* During interval and lunchtime no child is allowed to leave the playground, except if going home for lunch. Teachers must be advised if children are going home for lunch.



**After School Provision:**

After School care workers collect children from the school dining hall at 3.00pm.

It is essential that **both the school and after school care** establishments are informed of your child’s pattern of attendance and any changes which you make.

If the school is not notified in advance, then we would presume that your child would be using the After-School provision as normal and this would be the arrangement at 3.00pm.



**CCTV Cameras:**

We have several CCTV cameras in operation at various times within the school day and beyond.

These cameras are for the sole purpose to deter theft and will only be accessed by the Community Police in this instance.

The responsibility of our school staff is to ensure that cameras are in full working order at pre-set times of the day and not to analyse recordings as this would be a matter that would be taken up with the Community Police.

Similarly, the footage retained on our system is only available for the Police to view within a pre-set period of time and is destroyed thereafter.

**Late Coming:**

If your child is late in arriving at school, (after the 9.00am bell has rung), they

should enter by the main entrance and report to the school office, where they

will be asked to sign the ‘Pupil Register.’

This purpose of this ‘signing in’ process is to alert Office Staff to the child’s

presence in the building and the electronic register can then be update

accordingly. This also ensures that children are advised to update the kitchen

staff with their lunch option.



**School Attendance/Absence:**

Please inform the school by letter, text or telephone if your child is absent,

preferably before 9.00am and provide a note on his or her return to school. We record the reason for children’s absence on our electronic system and correspondence from parents are kept in each child’s confidential file.

Every effort should be made to avoid family holidays during term time, as this both disrupts your child’s education and reduces learning time. We understand that due to work commitments, it can sometimes be problematic to arrange holidays, however, family holidays taken during term time will be recorded as unauthorised and you will receive a standard letter to notify you as per Local Authority guidance. Please also be mindful that the end of a school term is particularly busy with a range of events such as: Sports Day, Bump Up Day, Election of House/Vice Captains and other leadership roles and Assessments. The timings of these events have been set in advance and it is not possible to schedule these sooner in the school calendar for a variety of reasons.

Pupil absence is monitored on a monthly basis. Letters are sent out to parents to

highlight attendance levels which are causing concern and parents/carers may

be invited to discuss this matter with the Head Teacher.

In June 2019, the Scottish government refreshed their ‘Included, Engaged and Involved’ policy which informs the decisions we make as a school around the management of attendance. This includes decisions around periods of authorised absence.



**School Lunches & Snack:**

We are a ‘Health Promoting School’ an as such, we encourage our children

to choose healthier options for snacks, drinks and lunches, thus promoting a

balance between fruits, crisps, biscuits etc.

Please note that cans/bottles of fizzy juice, energy ‘promoting’ drinks and

chewing gum are **not** permitted for consumption within the school and children

will be asked to save these items for 3.00pm.

The Dinner Hall is opened at playtime for the sale of water, rolls and other

varieties of snack and the Fairtrade Tuck shop is available on a Friday for the

sale of Fairtrade items. The children are responsible for their own money to purchase items.

In St. Fillan’s Primary School the system, which operates in the canteen, is a

simple one, which the children can easily manage. Children will select their

lunch option using the Cypad/ class computer each morning and the children are then issued with a coloured band to help them remember their choice.

Children in Primaries 1 to 3 benefit from free school lunches whilst Parent Pay offers the facility for parents to pay for school meals in advance.

A number of themed days encourage children to taste different types of foods

such as the annual ‘Burns Day Supper.’

Special diets can be provided for children with specific medical problems. If

this applies to your child, then please make arrangements at the School Office

to liaise with Kim, our School Cook.

If children choose not to eat their lunch, they will gently be encouraged to do

so by supervisory staff or offered an alternative. If they do not eat the

contents of their lunchbox, then they will be encouraged to take this home and

discuss with their Parents/Carers.



**Water Bottles:**



Children are encouraged to bring a bottle of water (with a sports cap) to drink during the day. Fresh water is available for the children to replenish their bottle.

Please note that diluting and fizzy juice are not permitted in the classroom and we no

longer provide plastic cups for children to use, unless this is required for medical purposes.

**Food Allergies:**

We have a number of children in school who suffer from various food allergies

and I would ask for your support in reminding your child/children that the

swapping of snack with another child is to be discouraged. Please notify the

School Office as soon as possible if your child suffers from any known food

allergies.



**Medication:**

If your child requires medication during the school day, please remember to complete the

appropriate paperwork at the School Office. Without this paperwork, we are unable to

administer any type of medication in the interests of health and safety. However, it is

important to note that school staff may administer medication as permitted on the child’s

paperwork and in accordance with their own judgement but it is not a legal requirement for

members of staff to administer medication.

Please note that we will not be able to apply creams to your child’ body or administer eye drops. Should your child require this type of medication, then we would ask that a family member is available to come into school to administer this medication.

If your child has any health issues that you think we should know about then please do not

hesitate to contact the School Office.

Parents/carers are responsible for ensuring that children have the appropriate medication as

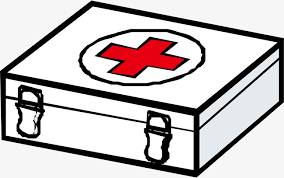
per instructed on their medical paperwork (Either on the child’s person or handed to a member of school staff) when leaving the school grounds for any

event/excursion including excursions that have been pre-paid in advance by a parent/carer.

We will make every effort to contact you in this instance if medication is forgotten, however,

if we are unable to contact you, then children **will not** be permitted to attend the excursion.

**This advice includes the use of inhalers.**



**First Aid:**

Mrs June Kelly is our registered First Aider in the school. If your child/children have received First Aid, then you will be notified either via telephone call, text message or a note in their schoolbag.



**Fighting Infection Spreading:**

Nasty tummy bugs continually do the rounds in schools. In the school environment such bugs are very difficult to control and infection can spread quickly. If your child has been unwell they should not return to school until 48 hours have passed since the last episode of upset (sickness and/or diarrhoea) in an effort to fight the spread of the infection. Your support with this is extremely important.

We refer to guidance published by the NHS when advising our parents and carers of possible lengths of absence when children present with a variety of medical conditions. Our School Office are more than happy to keep you abreast with NHS recommendations.

**Head Lice/Nits:**

Please remain vigilant to the occurrence of Head Lice/Nits. Infection is most common in children aged 3-11. Outbreaks happen throughout the year. We are advised against sending home letters alerting you to specific outbreaks. Parents are discouraged from using insecticide lotion, shampoo or sprays preventatively. It is advised that you would only use these treatments if live lice are detected.

You may find the following websites helpful; [www.nhsggc.org.uk/your-health/](http://www.nhsggc.org.uk/your-health/) [www.nits.net/bugbusting](http://www.nits.net/bugbusting)

**Lost Property:**

Please ensure you have put your child’s name on every item of clothing as we had numerous pieces of clothing left over each week last year which were recycled as per school policy after a considerable amount of time.

Staff endeavour to remind pupils to take all their belongings home at the end of each school day.



If your child is missing any item please send him/her to look through the lost property storage system and if your child brings home any item which does not belong to him/her, please return it to the school as quickly as possible**.**

**Please note, the lost property store is located in the Central Area of the school.**

**Outdoor Learning:**

Our commitment to outdoor learning continues. In order that pupils benefit from this, we would ask that they come to school prepared with sunscreen, sunhats and sunglasses, where appropriate. It is helpful if pupils have sunscreen applied prior to coming to school. Also, any hats or glasses should be clearly identified by names or initials.

Also, due to the unpredictable nature of the Scottish weather, it would be helpful if pupils were able to bring a lightweight waterproof with them on days when the sun does not shine!



**Mobile phones:**

The benefits of mobile phones are widely recognised and we are aware that many young people and their parents regard them as an essential means of communication. Mobile phones can continue to be brought into schools, where necessary, however the following limitations will apply in all Renfrewshire schools and establishments:

* All phones should be turned off and kept out of sight during the school day within the school campus. Children will be asked to store their mobile phone in a locked area of the classroom during the school day. Mobile phones will be returned to children as they leave the school building. We would ask that children refrain from using their device until they are clear of the school gates. This ensures that the owner of the phone remains safe as does the other children in the playground.
* Photographing or recording of sound or images of staff, other pupils or visitors to the school is not allowed at any time within the school campus or on school transport.
* Mobile phones may be confiscated by any member of staff where these rules are broken.
* Any recordings made on school premises or school transport found on confiscated phones will have to be deleted on their return.
* Any photographs or recordings of staff in any situation, whether taken on school premises or elsewhere, found on confiscated phones will have to be deleted from phones on their return.
* Pupils and parents/carers should be aware that should a pupil breach the policy they will be disciplined in line with the school’s positive behaviour/discipline policy and that mobile phones will be confiscated where these limitations are breached.
* An increasing range and variety of mobile phones possess the ability to access the Internet and to use Bluetooth technology to communicate. These technologies provide unparalleled sophistication and complexity which can provide access to a wealth of online resources and possibilities. Pupils and parents should be aware that this also leaves pupils open to dangers such as Cyberbullying, grooming and access to inappropriate material. Reference should be made to Renfrewshire’s anti-bullying policy for further guidance in this area.
* Staff should not delete photographs or recordings from confiscated mobile phones.
* When staff confiscate mobile phones or other devices they should ensure that these are retained in a safe place that cannot be accessed by others. This may be a lockable drawer or cupboard, a base area or a delegated area in the school office. Confiscated mobile phones should normally be passed to the school office or senior member of staff as soon as possible after confiscation.



* The school accepts no responsibility for any lost or damaged mobile phones.

**Wet weather arrangements:**

During wet intervals and wet lunch breaks children will remain indoors. Senior

pupils monitor in younger classes with adults being allocated departments to

monitor. Children are given a variety of relaxing activities to choose from during

this time. The children will continue to eat their lunch in the school dining room

and return to their classroom afterwards.

Children are invited to bring in a notebook, colouring book or a book to read that

can be kept in their personal tray and used to keep them occupied during wet

intervals, however, this is not mandatory.

Please note that we actively discouraged children to bring in toys of any shape

or size and this includes soft toys and outdoor equipment such as footballs. It is

our experience that children can become upset when personal items get

misplaced or unduly damaged. The exception to this would be when the Class Teacher has requested that the child bring in an item perhaps for ‘Show and Tell,’ or solo presentations.



**Online Safety:**

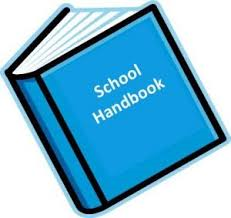
It is imperative for our children to remain safe online as within a day to day basis to ensure they are safe, happy and thriving.

Last school session, there were several unnecessary conflicts surrounding online gaming that children had participated in out with school time including references made to inappropriate language and behaviours. This inevitably led to a thorough investigation and time deducted away from teaching and learning and an input/workshops being arranged and delivered to the upper school classes.

Whilst we appreciate that children will have additional past times out with school, we would really appreciate your support in ensuring that children enjoy online gaming in a safe, appropriate and responsible manner. This will help us to reduce unnecessary upset throughout the school day.

Further information and support can be found on the NSPCC website and there are attachments that can be downloaded from our school website.

**School Handbook: 2019 – 2020:**



Please be advised that I have updated the School Handbook which provides further detailed information.

The Parents of our Primary one children will receive a hard copy when it is available . However, a copy can be provided on request from the School Office.

**Ensuring Equality, Inclusion and Health and Wellbeing (HIGIOS4 3.1):**

**PATHS:**

We are very pleased about the implementation of the PATHS (Promoting Alternative Thinking Strategies) Programme over the last two sessions and we will continue to embed our practices as we progress into year 3.

Mrs McPherson and I are scheduled to meet with Kristy Fotheringham, our designated PATHS co-ordinator at the beginning of this session to evaluate the impact of the Programme in terms of improvements in our children’s emotional literacy. We will analyse the data from both staff and pupil questionnaires and we will share this information with you in the next newsletter.

We will continue our work with the Educational Psychologist with a focus on the principles and practices of Nurture with a predominant focus on the transitions experienced by children in a variety of contexts.

Last session, we were keen to raise awareness of the importance of resilience across the school and the information below is a reminder of the key principles that we were trying to promote.



The skill of resilience is vital and crucial in helping a child to bounce back from set- backs and challenges in life with the American Psychological Association defining resilience as follows:

*“… the process of adapting well in the face of trauma, adversity, tragedy, threats or significant sources of stress such as family and relationship problems, serious health problems or workplace and financial stressors. It means ‘bouncing back’ from difficult situations.”*

We foster the nurturing of this skill by encouraging our children to express how they feel and to tell us in school when something is causing them upset. This then enables us to fully support the child with whatever challenge they encounter.

At Assembly, we have been using the following rhymes to help us remember to use or voice and tell an adult straight away when something is upsetting us to enable staff to help sort out any problems or issues straight away. These rhymes are displayed around the school.



**‘If it doesn’t sit well, then you should tell’**

**‘Make the right choice and use your voice!’**

**‘If you feel sad and all uptight, just tell your teacher and it will be alright.’**

It would be helpful if you were able to support us and reinforce this key message at home.

Each class also has a pet ‘ Worry Monster.’ These monsters are responsible for eating any worries that the children may have and they will help Class Teacher’s to address individual or class worries as and when they arise.





**Active Schools:**

The children enjoyed a full and fun year of the Active Schools Programme last session and I hope to meet with Lynsey Dawson soon to finalise our plans for the lunchtime and after schools’ clubs for this Term.

Information will be provided to the children in the form of a flyer with details about how to book clubs using the online system. The provision of a place at a club will be on ‘a first come, first served basis.’

Active Schools coaches reinforce our school values and the importance of ‘Fun, Safe and Fair. ’ These are the key expectations around behaviour and conduct which the children have shared and agreed to. These shared expectations ensure there is greater consistency and a shared understanding of expected behaviour and conduct at Clubs. However, if behaviour consistently does not meet the agreed and shared expectations as outlined in the ‘Code of Conduct,’ then children may lose their place with a full refund being issued for sessions of non-attendance.



**Active Schools Tournaments:**

On occasion, selected children may be invited to attend tournaments that are organised by Active Schools within all schools in Renfrewshire. The selection of the individual children chosen to represent the school at tournaments will be based on several factors including effort, following the school and Active School values, leaderships skills, good sportsmanship and general conduct at clubs and out with. Due to numbers, it may be the situation that not every child will be able to participate and the children have been informed about this reality during Assemblies. Our children are encouraged to build their resilience and accept the decisions made by the Active Schools coaches.

Every year, various classes are presented for a variety of opportunities to take part in sporting events and activities which are co-ordinated by Active Schools. However, it is important to note that there are times when classes or groups of children are not entered into various events and this is for a wide variety of reasons. Reasons may include: conflicting diary commitments, staffing, transport costs, numbers of children or when we feel that the totality of a child’s experience has been met in other ways throughout the curriculum. It is not a requirement for every school in Renfrewshire to take part in all events or opportunities offered by Active Schools.

[](https://www.google.co.uk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=2ahUKEwjDhoijmZ7ZAhUCC-wKHf_iC9EQjRx6BAgAEAY&url=http://www.suttonschoolswork.co.uk/focus-on-assemblies/&psig=AOvVaw2RVCIxFbak50AhIgHIyOPo&ust=1518450015956800)

**Assemblies:**

Assemblies are a great opportunity for us to join together as a whole school community to pray together, share ideas and suggestions, learn from each other and to showcase our learning and achievements.

Our school values are the beating heart of our school and permeate throughout everything that we do and we therefore use the values to convey important teachings and messages.

This school year, we will revisit the Gospel values as portrayed in Luke’s Gospel and consider how we can live by our values in our thoughts, words and actions. Mrs McPherson will also explore our school aims in greater depth with the children to ensure they have a deeper understanding of what each school aim seeks to do and how this reflects within the ethos of the school and our learning.



In August, the following themes will be explored:

|  |
| --- |
| Value –Respect and Justice. |
| Aim – Be Brave! |
| General Themes: School Improvement Planning, Quality Improvement, St. Fillan Standard,  visible consistencies across the school, House/Vice Captain pledges, Newsletter information will be shared. |
| Religious Themes: Sacraments, The Assumption, ‘Catholic Schools, St. Therese of Lisieux,  Martin Luther King, Parables – ‘Jesus Cleanses the Temple’ and ‘The Parable of the Ten  Pounds,’ Hymn Practice. |

[](https://www.google.co.uk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=2ahUKEwjW7_2zmZ7ZAhVB-6QKHbYBCUAQjRx6BAgAEAY&url=http://www.kirkriggs-pri.glasgow.sch.uk/TextList/TextList.aspx?SectionId%3Deb4fe098-424e-401e-b046-c990c7022c55&psig=AOvVaw2Y2i9uzd3CFHtgodQplzsa&ust=1518450055562308)

**Parent Council Update:**

**Diary Dates:**

The date for the next Parent Council meeting is scheduled for: **Wednesday 11th September at 7.00pm in Room 7.** However, this date will be **confirmed via Facebook and family text within the next few weeks**. Teas/coffees and biscuits are provided!

The Parent Council do a marvellous amount of work representing the Parent Body at meetings, engaging in school improvement and Fundraising to help raise extra funds for the added extras.

They would be delighted to welcome any new members to assist them in helping our children to benefit and enjoy lots of fun filled activities and you need only commit to what you can in the time you have to offer.

Mr Douglas Harvey is our Chairperson and he would be happy to provide you with any further information that you may require. You can contact Dougie via the ‘Parent Council Facebook Page’ for further information.

It would be great to see you there.



**Leadership and Management (HIGIOS4):**

**Leadership of Learning & Leadership of Change 1.2 and 1.3:**

**School Improvement Consultation:**

Thank you to everyone who offered suggestions and comments regarding further improvements for our school. Our school improvement initiatives are in draft format for this forthcoming session and have been sent to our Education Manager for approval. We look forward to sharing these will you in due course.

Susan Bell, our former Education Manager has returned to her former post of overseeing the ASN (Additional Support Needs) provision in Renfrewshire following the current review of ASN across the authority. We thank Susan for the invaluable support and guidance that she provided the school with during her two years with us.

We are delighted to welcome our new Education Manager, Lesely-anne Dick to our team. Lesley-anne is the Head Teacher of ‘Our Lady of Peace’ Primary and she will work closely with us to support us in our school improvement agenda.

**School Committees:**



Committees provide a valuable forum for groups of children to actively engage in the process of positive change. Here, they have the opportunity to interact with each other, discuss areas of school improvement, make decisions, problem solve, plan whole school initiatives and engage in developing key skills for learning, life and work that will drive our school forward with our improvement agenda.

We have evaluated the impact that our Committees had last session with staff and children and will provide you with a summary in our next Newsletter.

Our ‘Committee Context Weeks’ were very successful last session and we benefitted from having a more even spread of activities throughout the year.

Committee weeks of action will be advertised in advance to help the children prepare.

The structure and facilitators of this year’s Committees is as follows:



|  |  |
| --- | --- |
| **Committee** | **Facilitator/s** |
| School Improvement Committee (House and Vice Captains) | Mrs Mackenzie |
| Eco Committee | Mrs Smith  Mr McDermott |
| Health and Well-being including PE | Mrs McVicker |
| Library/Literacy Committee | Mrs McPherson |
| STEM | Mrs Kaney/ Mrs M McKay |
| Fairtrade Committee | Mrs J McKay/ Mrs Sim/ Mrs Kelly |
| Digital Literacies | Mrs Degnan |
| Mini Vinnies/Charities/Fundraising. | Miss Duffy |

We are all looking forward to our first Committee meeting which will take place on Wednesday 21st August 2019.

Mrs Smith is grateful to all those who offered their volunteering services to support the children in the tidying and maintenance of the school raised beds. Her committee will be in touch soon to arrange suitable times to meet.

**Learning Provision (HIGIOS4):**



**Family Learning and Partnerships – 2.5 and 2.7:**

**Communication with Parents/Parental Engagement:**

**Newsletters:**

The school Newsletters are published monthly and a text reminder will be sent to advise when they have been posted online.

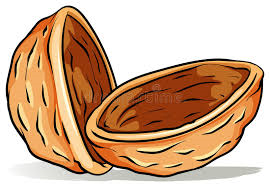
As an Eco School, we are committed to considering the impact of our actions on our environment and for future generations, so we are mindful when using large amounts of paper. With this in mind, the Newsletter will only be available in the format of a paper copy twice yearly in August and January.

A paper copy can be provided at the School Office upon request and we would welcome any feedback in relation to how we can improve the Newsletter.

**Class Newsletters:**

We hope that you have enjoyed reading through the termly ‘Term in a Nutshell’ class newsletters that have been sent home.

We will continue to share the children’s learning with you in this way and will follow a four termly cycle as follows:



|  |  |
| --- | --- |
| **Term** | **Time Scale** |
| 1 | August 2018 – October 2018 |
| 2 | October 2018 – December 2018 |
| 3 | January 2019 – April 2019 |
| 4 | April 2019 – June 2019 |

This session, we will endeavour to upload newsletters to our school website for you to peruse at your leisure.



**Parent Portal:**

St. Fillan’s has been selected to be one of the first schools in Renfrewshire to implement the ‘parentportal.scot’ initiative that is set to roll out across the authority.

The initiative has been developed to promote parental engagement and relationship building through the digital world.

A parent/career can sign in using the ‘my account’ facility and will be able to view a variety of information including: details about school communication, calendar dates and ways to update their own child’s data, to name but a few.

‘Parent Portal’ will also link in with our current ‘Parent Pay,’ system.

We are looking forward to working in partnership with you ensure this valuable facility is successfully implemented in our school and we entrust it will have a positive impact on everyone.

**Code of Contact with School:**

As a staff, we have reviewed the ‘Code of Contact’ with the school as we are fully committed to the ‘Getting it Right for Every Child’ Agenda.

As a staff team, we want to effectively engage with our parents and families in a timeously and effective manner when issues arise and we are aware that the Pastoral care of our children is the responsibility of all.

With this in mind, we have created an overview of how we can best meet the needs of our parents and families.

This overview provides clear guidance and expectations of how we can best work as a team to support the children in our care and it will be available on our school website and displayed in the School Office. The overview will be reviewed in light of ongoing, changing circumstances.

|  |  |
| --- | --- |
| **Point of Contact** | **Guidance/ Overview:** |
| Telephone Calls to the School Office. | **When you make a call to the School Office, you can expect:**   * Calls to be answered in a polite, friendly manner. * Calls to be treated in the strictest of confidence. * Questions to be asked to ascertain how best we can support your enquiry: * **Can I please ask what your call is in relation to today?** * Phonecalls will then be returned as soon as possible (certainly within five working days) by the member of staff who is best suited to deal with your enquiry. * This may be the Office Staff, the Class Teacher, Mrs McPherson (PT) or Mrs Mackenzie (HT). * Please note that our Office Staff have access to the shared electronic calendar and are able to book appointments for meetings with Class Teachers or the SLT (Senior Leadership Team). * The Office Staff should be informed if there are any issues that directly relate to your child in relation to the following: * Absence. * Medical information. * Collection from school. * Personal appointments. * Excursions. * Lunches/ lunch money. * Monies/ payment. * Residential Excursion – Primary 7. * Day to day events in school.   Please note that this list is not exhaustive. |
| Emails to St. Fillan’s Enquiries. | **When you email the school, you can expect:**   * Your email to be answered within five working days by the member of staff who is best suited to deal with your enquiry. This may be the Office Staff, the Class Teacher, Mrs McPherson (PT) or Mrs Mackenzie (HT). * **Please note, that as a small school, we will endeavour to answer your email as soon as we possible.** |
| Class Teacher Enquiries. | Our teaching staff are highly skilled in being able to provide you will support/assurance about a range of issues where you may require clarification. As the Class Teacher is the lead professional in your child’s day to day education, the SLT highly value their professional judgement and ability to ensure that your child is happy, safe and reaches their full potential.  Issues that Class Teacher’s will be able to assist you with, in the first instance of contact with the school include:   * **Homework.** * **Class work.** * **Situations that have arisen in class.** * **Situations that have arisen in the playground.** * **Friendships and peer relationships.** * **Issues surrounding behaviour.** * **Responsibilities that pupil’s may have.** * **Class trips.** * **Progress update/ Child’s Plan targets.**   **NB. This list is not exhaustive.**  **Contacting the Class Teacher:**   * Homework Diary – this is an effective means of a two way written correspondence. * Phone call to the School Office. * Email to St. Fillan’s enquiries. * Informally – in the playground.   **When you contact your Child’s Class Teacher, you can expect:**   * Your enquiry/concern to be treated seriously. * Your enquiry/ concern to be treated in a professional, confidential manner. * Your enquiry to be dealt with in a timeously and efficient manner. (Within five working days). |
| Enquiries to the Senior Leadership Team (SLT). | Mrs McPherson in her role as Principal Teacher and Pupil Support Co-ordinator in St. Fillan’s is happy to assist you with enquires relating to the following issues:   * Pastoral care. * Changing family circumstances. * Bereavement. * Pupil Support. * Matters involving partners/ external agencies.   Mrs Mackenzie in her role as Head Teacher has overall responsibility for the school. She is happy to assist you with enquires relating to the following issues:   * Child Protection. * Social Work. * Issues relating to the Health and Safety of pupils/ staff and school community. * School Improvement. * Issues directly relating to Renfrewshire Council. * Changing family circumstances/ confidential issues. * Pastoral care. * Issues relating to finances/ cost of the school day. * Class structures/ staffing concerns. * School Transport.   **When making contact with any member of the SLT, you can expect:**   * Your enquiry/issue to be treated seriously. * Your enquiry/ concern to be treated in a professional, confidential manner. * Your enquiry to be dealt with in a timeously and efficient manner. (Within five working days). |
| Contact in relation to Medical issues/ First Aid. | Mrs June Kelly is our fully trained First Aid advisor.  If your child requires medicine to be administered during the school day, then Mrs Kelly will oversee this.  Please note that the appropriate ‘Medicine Form’ must be completed at the School Office prior to any medicines being administered.  If your child’s medical status changes, then it is imperative that this information is shared with the Office Staff and Mrs Kelly. This includes changes to inhalers, eyesight, hearing, allergies etc.  Please note that you may receive a telephone call during the school day from Mrs Kelly if your child has received First Aid/ Medical attention. |

**Meet the Teacher:**

Our ‘Meet the Teacher’ event will take place on **Tuesday 27th August at 4.00 – 5.00pm.**

**PLEASE NOTE THAT THIS IS A CHANGE IN DATE/TIME DUE TO CONFLICTING DIARY COMMITMENTS AND STAFF TRAINING.**

We will continue with the revisit format that was implemented last session whereby the Class Teacher/s will provide you with a presentation around issues that are pertinent at each Primary stage. There will also be an opportunity to ask any questions at the close of the meeting.

Please report to the School Office on arrival and you will be directed to your child’s class. If you have a number of children in the school, you may wish to invite other family members along to attend each meeting. Alternatively, each Class Teacher will present their presentation **twice.** Firstly from **4.00 – 4.30pm** and then from **4.30 – 5.00pm.** You will shortly be issued with a letter to further explain these arrangements.

Whilst we welcome our children dearly to school every day, we are unable to provide a creche as a provision of care on the evening and it would not be ideal to have unsupervised children in the building.

We value your feedback and would ask that you take some time to support the House Captains with their consultation around ‘Homework.’

We look forward to welcoming you.



**Reporting to Parents:**

Our first Parent’s evening will be held on: Thursday 10th October from 3.30 to 8.00pm and we will provide you with further information nearer the time.

Following the success of target setting across the school, Class Teacher’s will work with the children to assist them in setting ambitious, yet achievable targets in Literacy, Numeracy and Health and Well-being. Mrs McPherson will arrange for targets to be sent home during Term 1.



**Learning Provision (HIGIOS 4):**

**Transition Programme: Pre-5 – Primary 1.**

Last session, we benefited from forging closer links with our partner Nurseries and we hope to build upon this success this school session.

As we are a smaller school within the Houston community, we rely upon Social Media and the positive comments from our families to continue increasing the profile of our school. As a staff, we believe that St. Fillan’s is a wonderful school with bucketfuls of potential and we would like to share what we can offer with those in the local community and especially potential Parents/Carers of future Primary 1 children.

We would value your support in helping us to spread the word about our school events and activities where our Nurseries and young children in the community are welcome to come along and participate.

A booklet outlining this sessions ‘Transition Programme’ has been issued to all Nursery Parents/Carers.

**Successes and Achievements – Raising Attainment and Achievement – 3.2:**



**House Captains and Vice Captain Appointments:**

A huge congratulations to the children who were selected for the position of this sessions House and Vice Captain posts.

The children were selected following a process of application and interview and they all presented themselves very well indeed.

I look forward to working with these children in the year ahead and hope to gain some inspiration from their thoughts and views about how to make our school shine even brighter!

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| --- | --- | --- |
| **House** | **Captain** | **Vice Captain** |
| **Ninian** | Amelie (P6) | Ryan (P6) |
| **Margaret** | Matthew (P7) | Blair (P6) |
| **Columba** | Christopher (P7) | Kara (P6) |
| **Ogilvie** | Sean (P7) | Miriam (P6) |

**Attainment:**



**Assessment: SNSA – GL Assessments:**

We will continue to make use of the GL Assessments in order to assist us in making informed judgements about the progress of individual children.

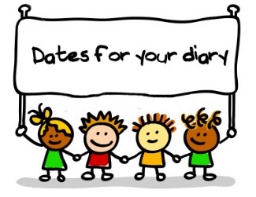
The timetable will include the testing of all primaries in: Reading, Spelling and Numeracy and the assessment window will commence from August.

****Primary one children will also complete a ‘Baseline Assessment’ as part of their SNSA (Scottish National Standardised Assessment). Further information can be located on the following website: standardisedassessment.gov.uk

As a school, we will continue to track the progress of all children via our termly ‘Tracking and Progress Meetings’ with Class Teachers.

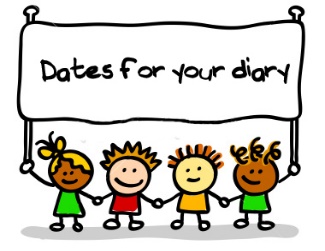
**August 2019: This month’s core value is: RESPECT and Gospel Value: JUSTICE.**

|  |  |
| --- | --- |
| **Day/Date** | **Event** |
| Tuesday 13th August 2019 | **In-service Day for Staff.** |
| Wednesday 14th August 2019 | **In-service Day for Staff.** |
| Thursday 15th August 2019 | **Pupils return to school. Welcome back!**  **Primary 1 Parents are welcome to join us for lunch.** |
| **Pupils in Primaries 2-7 will attend ‘Mass of the**  **Assumption’ at 11.30am in the Church. All are welcome**  **to attend.** |
| Friday 16th August 2019 | **Annual Data Checks to be issued to all children. Please**  **complete and return to school as soon as possible.** |
| Tuesday 20th August 2019 | **Official school photographs to be taken today by**  **TEMPEST.** |
| Wednesday 21st August 2019 | **Committee Meetings today for all children.** |
| **University Student Placements begin today in Primary 5.**  **Welcome to St. Fillan’s!** |
| Friday 23rd August 2019 | **House Photographs today. Please ensure that your child**  **wears their House colour in the form of a t-shirt for**  **their photograph. These photographs will be displayed**  **‘Pride of Place’ in the Central Area!** |
| Tuesday 27th August 2019 | **Children will have their photographs taken again today**  **for the purposes of a different display. It would be**  **lovely if the children could wear shirts and ties/full**  **school uniform where possible.** |
| **‘Meet the Teacher’ event from 4.00 – 5.00pm.** |
| Friday 30th August 2019 | **Golden Ticket Tea Party!** |

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**September 2019: This month’s core value is: RESPONSIBILITY and Gospel Value: INTEGRITY/HONESTY.**

|  |  |
| --- | --- |
| **Day/Date** | **Event** |
| Monday 2nd September 2019 | **Community Police Football Event for selected**  **Individuals at 12.00pm.** |
| Tuesday 3rd September 2019 | **Primary 1 Construction workshop.**  **‘World of Work’ workshop for Primaries 6 and 7.** |
| Wednesday 4th September 2019 | **Primary 7 Jazz Workshop today.** |
| Friday 6th September 2019 | **Non-Uniform Day today (excluding football strips).**  **Please bring in a Fairtrade goodie/chocolate item as a**  **forfeit. Please do not bring in perishable items.** |
| **BUDS Afternoon’s begin today.** |
| Monday 9th September 2019 | **Maths Week Scotland. Children will take part in a wide**  **range of Maths challenges and activities in class.** |
| Tuesday 10th September 2019 | **Primary 7 Residential Meeting at 6.30pm in school.**  **Come along to hear more information.** |
| Wednesday 11th September 2019 | **Primary 7 Jazz Workshop today.** |
| **Parent Council Meeting at 7.00pm in Room 7. Please**  **Come along – we need your help!** |
| Monday 16th September 2019 | **School Improvement Committee Context Week.** |
| Wednesday 18th September 2019 | **Primary 7 Jazz Workshop today.** |
| **Primary 4 and Primary 7 Sacramental Meeting at 6.30pm**  **In St. Fillan’s Church with Father Paul.** |
| Thursday 19th September 2019 | **‘Open Afternoon’ to showcase our school for potential**  **Primary 1 Parents/Carers at 1.30pm. Please ‘Spread the**  **Word!’** |
| Friday 20th September 2019 | **Fairtrade Coffee Moring arranged by the Fairtrade**  **Committee Group at 10.00am. All are welcome to attend and please ‘Spread the Word’ to members in the local community.** |
| Tuesday 24th September 2019 | **Primary 6 Swimming at the On-X. 9.00 – 11.00am.**  **Please come to school prepared!** |
| Wednesday 25th September 2019 | **Committee Meetings today for all children.** |
| Thursday 26th September 2019 | **European Day of Languages. Classes will participate.** |
| **Golden Ticket Tea Party today!** |
| Friday 27th September 2019 | **September Weekend Holiday. Enjoy!** |
| Monday 30th September 2019 | **September Weekend Holiday. Enjoy!** |

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**October 2019: This month’s core value is: TEAM WORK and Gospel Value: GENTLENESS.**

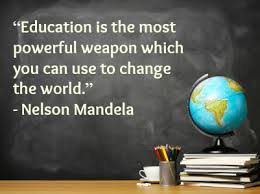
|  |  |
| --- | --- |
| **Day/Date** | **Event** |
| Tuesday 1st October 2019 | **Primary 6 Swimming at the On-X. 9.00 – 11.00am.**  **Please come to school prepared!** |
| **University Student Placements begin today in Primary 7.**  **Welcome to St. Fillan’s!** |
| **Gryffe Work Experience Placements begin today.**  **Welcome to St. Fillan’s!** |
| Wednesday 2nd October 2019 | **Head Teacher Rosary Group for October to begin today.**  **All welcome to attend. Please bring your rosary beads**  **to school.** |
| Friday 4th October 2019 | **First Friday Mass at 9.30m. Please wear shirts and ties**  **and families are welcome to come along and support the**  **children.** |
| Tuesday 8th October 2019 | **Primary 6 Swimming at the On-X. 9.00 – 11.00am.**  **Please come to school prepared!** |
| **HT ‘Coffee, Cake and Chat’ consultation at 2.00pm**  **around the issue of Homework. Please come along and**  **express your opinions!** |
| Wednesday 9th October 2019 | **Head Teacher Rosary Group for October to begin today.**  **All welcome to attend. Please bring your rosary beads**  **to school.** |
| Thursday 10th October 2019 | **World Mental Health Day. Please wear something yellow**  **to school and donate a £1.00 per child or**  **£1.50 per family via Parent Pay.** |
| **Parent/Teacher Conference today at 3.30 – 8.30pm.**  **Please collect any ‘Lost Property’ from the Central Area.** |
| Friday 11th October 2019 | **INSERVICE Day for Staff. Children are not at school.** |
| Monday 14th October to Friday 18th  October 2019 inclusive | **Schools stop for the October break. Enjoy!** |
| Monday 21st October 2019 | **‘Mini Vinnies/Fundraising Committee Context Week.’**  **Further information to follow.** |
| Wednesday 23rd October 2019 | **Head Teacher Rosary Group for October to begin today.**  **All welcome to attend. Please bring your rosary beads**  **to school.** |
| **Primary 5 proposed excursion to ‘Lapwing Lodge as**  **Part of transition work in MFL with St. Benedict’s.** |
| Thursday 24th October 2019 | **Primary 5 proposed excursion to ‘Lapwing Lodge as**  **Part of transition work in MFL with St. Benedict’s.** |
| Friday 25th October 2019 | **Golden Ticket Tea Party and Head Teacher**  **Termly Awards.** |
| Wednesday 30th October 2019 | **Head Teacher Rosary Group for October to begin today.**  **All welcome to attend. Please bring your rosary beads**  **to school.** |
| **Committee Meeting 3 for all children.** |
| **Primary 7 Residential Trip deposit due.** |
| Thursday 31st October 2019 | **Halloween Parade. Children may bring in their costumes**  **to dress up in the afternoon for the parade, should**  **they wish to do so.** |



Additional Dates for your Diary:

|  |  |
| --- | --- |
| **Day/Date** | **Event** |
| Friday 8th November 2019 | **Children’s flu vaccinations today.** |
| Wednesday 13th November 2019 | **Parent Council Meeting at 7.00pm in Room 7. All**  **welcome to attend.** |
| Friday 15th November 2019 | **Non uniform Day – item for the Christmas Fayre – TBC.** |
| Wednesday 20th November 2019 | **‘Sharing our Learning’ event in school for all families to**  **attend at 2.15 – 3.00pm.** |
| Friday 22nd November 2019 | **Non uniform Day – item for the Christmas Fayre – TBC.** |
| Friday 29th November 2019 | **Non uniform Day – item for Fairtrade – TBC.** |
| Friday 6th December 2019 | **Fairtrade Coffee Moring arranged by the Fairtrade**  **Committee Group at 10.00am. All are welcome to attend and please ‘spread the word’ to members in the local community.** |
| Sunday 8th December2019 | **Primary 6 and 7 Mass of Enrolment for the**  **Sacrament of Confirmation. The children’s Sponsor’s**  **are also invited to attend. This is also ‘Bambinelli**  **Sunday’ where the children in Primary 4 will make cribs**  **And Father Paul will issue and bless a ‘Baby Jesus’ for**  **the children to take home.** |
| Tuesday 10th December 2019 | **Interim Reports issued to Parents/Carers.** |
| Thursday 12th December 2019 | **Nativity Community Performance at 11.00am.** |
| Friday 13th December 2019 | **Nativity Show for Parents/Carers at 1.30pm.** |
| Monday 16th December 2019 | **Christmas Jumper Day. Wear something festive to school.** |
| Tuesday 17th December 2019 | **Primary 1 and 3/2 Christmas Party. Children may wear**  **their party clothes to school, should they wish to do so.** |
| Wednesday 18th December 2019 | **Primary 4/3 and 5 Christmas Party. Children may wear**  **their party clothes to school, should they wish to do so.** |
| Thursday 19th December 2019 | **Primary 6 and 7 Christmas Party. Children may wear**  **their party clothes to school, should they wish to do so.** |
| Friday 20th December 2019 | **End of Term Mass celebrated in St. Fillan’s Church at**  **9.30am. All are welcome to attend.** |
| **Head Teacher ‘End of Term’ Awards Assembly.** |
| **Golden Ticket Tea Party!** |
| **SCHOOL STOPS AT 2.30pm TODAY. WISHING ALL OF OUR FAMILIES A WONDERFUL CHRISTMAS TIME.** |

**Final Thoughts:**

**[](https://www.google.co.uk/imgres?imgurl=https://cedars.nsw.edu.au/wp-content/uploads/2017/02/dr-seuss.jpg&imgrefurl=https://cedars.nsw.edu.au/news/starting-the-year-off-with-excitement/&docid=NtBis4U5nPFMqM&tbnid=gBj_G5kClWhyaM:&vet=10ahUKEwjIv6PV3-DcAhVsCsAKHV6kCS0QMwhGKA0wDQ..i&w=236&h=236&hl=en&bih=643&biw=1218&q=beginning%20of%20a%20school%20year%20quotes&ved=0ahUKEwjIv6PV3-DcAhVsCsAKHV6kCS0QMwhGKA0wDQ&iact=mrc&uact=8)**[](https://www.google.co.uk/imgres?imgurl=http://quotesfav.com/images/ANd9GcT1zR6bXRsIZEzvjdiQrLb6bJb5iXjfyUXeX7ZFVz-n7rO4nuB3/beginning-of-school-year-quotes.jpg&imgrefurl=http://quotesfav.com/56271/beginning-of-school-year-quotes/&docid=C7-nF3qksxtkFM&tbnid=_nRmMfOArUvHjM:&vet=10ahUKEwjIv6PV3-DcAhVsCsAKHV6kCS0QMwhbKBgwGA..i&w=260&h=194&hl=en&bih=643&biw=1218&q=beginning%20of%20a%20school%20year%20quotes&ved=0ahUKEwjIv6PV3-DcAhVsCsAKHV6kCS0QMwhbKBgwGA&iact=mrc&uact=8)

## **Renfrewshire School holidays 2019-2020**

**First term 2019:**

| **Description** | **Date** |
| --- | --- |
| Return date for Teachers | Tuesday 13 August 2019 (IS) |
| In-service Day | Wednesday 14 August 2019 (IS) |
| Return of Pupils | Thursday 15 August 2019 |
| September Weekend | Friday 27 September 2019 and Monday 30 September 2019 |
| Schools re-open | Tuesday 01 October 2019 |
| In-service day | Friday 11 October 2019 |
| Schools closed | Monday 14 October 2019 to Friday 18 October 2019 (Inclusive) |
| Schools re-open | Monday 21 October 2019 |
| St Andrew's Day (schools closed) | Monday 02 December 2019 |
| Schools re-open | Tuesday 03 December 2019 |
| Christmas / New Year | Monday 23 December 2019 to Friday 03 January 2020 (Inclusive) |

(IS) - refers to teachers' in-service days

**Second Term 2020:**

| **Description** | **Date** |
| --- | --- |
| Schools re-open | Monday 06 January 2020 |
| In-service day | Friday 07 February 2020 |
| Mid Term Break | Monday 10 February 2020 and Tuesday 11 February 2020 |
| Schools re-open | Wednesday 12 February 2020 |
| Spring Holiday | Friday 03 April 2020 to Friday 17 April 2020 (Inclusive) |

(IS) - refers to teachers' in-service days

**Third Term 2020:**

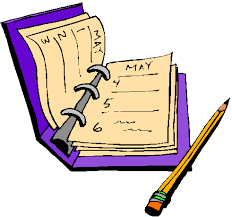
| **Description** | **Date** |
| --- | --- |
| Schools re-open | Monday 20 April 2020 |
| In-service day | Friday 01 May 2020 (IS) |
| May Day (schools closed) | Monday 04 May 2020 |
| Schools re-open | Tuesday 05 May 2020 |
| Local Holiday (schools closed) | Friday 22 May 2020 to Monday 25 May 2020 (inclusive) |
| Schools re-open | Tuesday 26 May 2020 |
| Last day of session | Friday 26 June 2020 |

(IS) - refers to teachers' in-service days

**Teachers return Wednesday 12 August 2020**

**School in-service days:**

* Tuesday 13th August 2019.
* Wednesday 14th August 2019.



* Friday 1th October 2019.
* Friday 07th February 2020.
* Friday 01st May 2020.

Two additional Inservice days (as per the revised teacher’s salaries and conditions) have now been confirmed:

* Wednesday 12th February 2020.
* Thursday 30th April 2020.