# Alloway Primary School Information Booklet for Parents and Carers



# Prepared for the session August 2023 to June 2024

"Good communication between home and school is essential for the well-being of our children."



We are a Rights Respecting School and have Gold level accreditation.

Dear Parent/Carer,

In Alloway Primary School we are committed to providing the best possible educational experiences for our pupils in order to help each child achieve and reach his/her full potential. We are proud of our reputation for encouraging achievement and place great importance on ensuring that our children are safe and happy in school and have many opportunities to develop as individuals.

I firmly believe that by working together to build home/school relationships, which are based on understanding, mutual respect and trust, we will be well placed to meet our shared responsibility for educating your children. We look forward to working with parents and carers more closely this session and will continue to build upon opportunities to invite parents/carers in to share in their child's learning.

This booklet has been prepared to ensure parents, carers and pupils have information and advance notice of some of the key arrangements for this session. Please note key dates in your calendar. We will continue to send termly calendar updates at the start of each term to parents.

It is important to read our communication and return permission slips, etc. so that children can be involved at all times. In the main, communication will be sent electronically to you. Please favourite important letters and dates to your Xpressions app for easy access in the future.

Should you require any further information, please contact us at the school - we will be happy to help if we can.

Yours sincerely,

Fiona Meney

Head Teacher

#### **Our School Vision**

"To create a safe, happy, caring and inclusive school where children, staff, parents and visitors feel valued, are encouraged to succeed, are treated with respect, enjoy learning and actively work together to be the best they can be."

#### Our School Values are;

respect, honesty, equality, responsibility, co-operation and kindness. We encourage everyone in our school community to embrace our school values.

# SOUTH AYRSHIRE COUNCIL

# **Educational Services**

# Approved School Holiday Arrangements: 2023/2024

Term	Break	Dates of Attendance			Cumulative Working Days
		Teachers ( <b>Inservice</b> ) Teachers ( <b>Inservice</b> ) Pupils return	Thurs Fri Mon	17 Aug 2023 18 Aug 2023 21 Aug 2023	
First	Mid Term	<i>local holiday local holiday</i> Close Teachers ( <b>Inservice</b> ) Re-open (Pupils) Close	Fri Mon Fri Mon Tues Fri	*22 Sept 2023 *25 Sept 2023 13 Oct 2023 23 Oct 2023 24 Oct 2023 22 Dec 2023	
					85
		Re-open	Mon	8 Jan 2024	
Second	Mid Term	<i>Close local holiday</i> Teachers ( <b>Inservice</b> ) Re-open (Pupils) Close	Fri Mon Tues Wed Thurs	9 Feb 2024 12 Feb 2024 13 Feb 2024 14 Feb 2024 28 Mar 2024	
					143
		Re-open	Mon	15 Apr 2024	
		Close Teachers ( <b>Inservice</b> ) Re-open (Pupils)	Wed Thurs Fri	1 May 2024 2 May 2024 3 May 2024	
Third		May Day	Mon	6 May 2024	
		local holiday local holiday Close	Fri Mon Fri	24 May 2024 27 May 2024 28 June 2024	
					195
	Session 2024/25	Teachers ( <b>Inservice</b> ) Teachers ( <b>Inservice</b> ) Pupils return	Fri Mon Tues	16 Aug 2024 19 Aug 2024 20 Aug 2024	
NB	Good Friday	r: 29 March 2024			
* Please Gold Cup		e September weekend is p	provisional	subject to confirmation of t	the date of the Ayr
Pupil's a	ttendance w	ill be 190 days after deduc	cting 5 in-se	ervice days.	

#### IMPORTANT DATES FOR YOUR DIARY - please make note of these

21st Sept 2023	Open Evening
27 <sup>th</sup> Oct 2023	P1-3 Halloween Party
30 <sup>th</sup> Oct 2023	P4/5 Halloween Party
31 <sup>st</sup> Oct 2023	P6/7 Halloween Party
2 <sup>nd</sup> Nov 2023	Flu Immunisation
16 <sup>th</sup> Nov 2023	Parents Evening
17 <sup>th</sup> Nov 2023	Children in Need
7 <sup>th</sup> Dec 2023	P1-3 Gaiety
8 <sup>th</sup> Dec 2023	P4-7 Gaiety
11 <sup>th</sup> Dec 2023	Infant Nativity Dress Rehearsal
12 <sup>th</sup> Dec 2023	Infant Nativity
13 <sup>th</sup> Dec 2023	Infant Nativity
14 <sup>th</sup> Dec 2023	P4-6 Christmas Party
15 <sup>th</sup> Dec 2023	P1-3 Christmas Party
18 <sup>th</sup> Dec 2023	EYC Nativity (10am)/P7 Christmas Party (Evening)
28 <sup>th</sup> March 2024	Easter Church Service
13 <sup>th</sup> – 15 <sup>th</sup> May 2024	P7 to Inverclyde
23 <sup>rd</sup> May 2024	Reports Issued
30 <sup>th</sup> May 2024	Parents Evening
5 <sup>th</sup> - 6 <sup>th</sup> June 2024	School Show
7 <sup>th</sup> June 2024	Summer Celebration Picnic
10 <sup>th</sup> June 2024	Sports Day
11 <sup>th</sup> June 2024	P7 to S1 Transition day / P1 Induction/School Bump
	Up
12 <sup>th</sup> June 2024	P7 to S1 Transition day / P1 Induction/School Bump
	Up
17 <sup>th</sup> June 2024	Nursery Sports Day
25 <sup>th</sup> June 2024	P7 Leavers Service
28 <sup>th</sup> June 2024	School Closes

Parents are welcomed to all Church Services. We always invite parents to walk with us to church as parent helpers.

#### **NEWSLETTERS**

A school newsletter will usually be published each term along with any additional updates. These can be emailed to you so please be on the lookout for the school communications.



This saves paper and clerical time however you still need to check emails regularly

for updates. Updates are also posted on our website and we will also text out key information at times. Recent newsletters will be posted on the website.

#### CARE AND WELFARE OF PUPILS

Every member of the support staff and teaching staff in the school has responsibility for the welfare of pupils.

The class teacher is the best <u>first</u> contact should a parent/carer wish to discuss their child's progress, behaviour or general wellbeing. The management team of the school is always interested and willing to assist when required, however it is important you discuss concerns initially with your child's teacher.

As a health promoting school, this session we will continue focussing on Active Health, promoting Physical Exercise and Healthy Eating. Please contribute by discouraging your children from bringing sugary snacks to school and instead bring fruit whenever possible. The school nurse, Stacey Cannon, is available should parents wish to discuss their child's health with her. Her telephone number is 07815992482. She is approachable and easy to speak to.

Our Active Schools Coordinator is Miss Caitlyn Anderson. She is very supportive and keen to involve parents as volunteers in our Active Schools programme. We look forward to increased involvement with Active Schools this session now restrictions allow for this and very much look forward to involving parents as volunteers. Please contact Mrs Lauren Miller (DHT) if you wish to know more. In the past parents have volunteered as sports coaches or taken after school or lunchtime clubs.

We intend to promote exercise as fun by holding a number of fun events throughout the school year, especially as we move nearer the health and wellbeing focus in the last term when we have our usual sports day.

#### PHYSICAL EDUCATION

At Alloway Primary we are committed to delivering 2 hours quality PE to all primary school children which will be delivered by our class teaching staff.

As children are able to receive PE **indoors** each week then all children must bring the appropriate kit. This should be - White Top, Black/Grey Shorts, Gym Shoes and they must be in a gym bag with all items clearly labelled with your child's name. PE kit should be worn during PE lessons and kept in a drawstring bag in our cloakroom. All items need to be named to ensure they don't get lost.

Please ensure senior children wear deodorant as appropriate, but do not send it to school. Please provide gym shoes/plimsoles without black soles please as they mark our wooden floors when indoors PE is available.

Lost property will be kept in the cloakrooms so please initially communicate with the class teacher to track down any lost property if your child forgets to look and retrieve it.

#### CHILD PROTECTION CO-ORDINATOR

Mrs Meney, Head Teacher, is the co-ordinator for all Child Protection issues relating to children attending Alloway Primary School and Nursery Classes. Any person with a concern regarding the care and welfare of any child should contact Mrs Meney without delay in order that any issue may be addressed timeously. Child protection is given the highest priority. Mrs Meney is also the Named Person for all primary aged children. All school staff receive training in Child Protection, which is revisited annually.

#### LEADERSHIP TEAM

Members of the Leadership Team have specific areas of responsibility.

- Mrs Meney, Head Teacher has overall responsibility for all pupils and staff in the school and curricular development in line with Curriculum for Excellence, the management and overview of all school issues including pupil support and behavioural issues, CFE development and finances as well as being the Child Protection coordinator. Mrs Meney has responsibility for care experienced children and is the multi-agency support coordinator and named person for primary aged children. Mrs Meney is very involved in pastoral care. All budget and staffing responsibilities also lie with our Head Teacher.
- **Mrs Miller**, **Depute Head Teacher** has specific responsibility for overseeing our EYC and Care Inspectorate links, Pastoral care, transition from nursery and Mrs Miller is the lead professional for children in our nursery class. Mrs Miller will also have specific responsibility for leading the support staff team and co-ordinating extra curricular activities. Along with Miss Rainey she will lead the Numeracy School Improvement planning group. Mrs Miller will hold a wide remit focused on supporting the head teacher with leadership and management of the school.
- **Mrs Stewart, Principal Teacher 0.8** has specific responsibility for the upper department and for will support Mrs Meney with pupil support across the school. Mrs Stewart is responsible for all teaching students and work experience students on placement and will act as Principal Teacher for the Upper Department and works Monday to Thursday at present. She has responsibility for developing assessment strategies across the school and is working closely with our Cluster on this. She will continue to lead Literacy within the school.
- Mrs Park, Principal Teacher 0.8 will have specific responsibility for the infant department. She will also have a remit focused on specific curricular projects and will be numeracy lead for the school. She will mentor our probationer teacher and work with Mrs Millar on early years transition. She will take a lead role in the development of our digital technologies within the school.
- Miss Rainey, Principal Teacher 0.4 is one of our Primary 7 teachers who has also taken on this role. The remit will focus on development of our Rights Respecting School work S:\Office Staff\Genstaff\MASTERS\Information Booklets\2023-24\Information Booklet For Parents And Carers 2023-24.Docx

and will also include specific curricular projects, as well as supporting Mrs Stewart within the upper department. Miss Rainey is due to start maternity leave in September. **Mrs Wylie**, one of our Primary 4 teachers, will take on this role on an acting basis during Miss Rainey's maternity leave.

If you need to contact the school it is always best to speak with the class teacher in the first instance when the discussion is in connection with your child, then you should speak with the department Principal Teacher before contacting our Depute Head Teacher, Mrs Miller.

In certain circumstances it may be necessary for parents/carers to discuss matters with the Head Teacher, Mrs Meney. School contact No. 01292 612490. Mrs Meney acts as Pupil Support Coordinator for the Primary and is often involved in multi- agency reviews and meetings and is not always available. It is, therefore, important that you contact the Principal Teachers if the class teacher cannot help you further when they have free time and are not with their class.

#### ATTENDANCE AND ABSENCE

Parents have a legal obligation to ensure that their child(ren) attend school regularly when well.

Alloway Primary School operates a computerised registration system which holds information on pupils' absences and lateness.

# Any absence must be phoned into the school office, please do not contact the class teacher directly re absence.

We also use text messaging to send alerts.

It is essential that:

- Parents/carers contact the school by 9.30 am at the latest on the first day of absence to advise of reason for absence and indicate how long this absence may last.
- If your child is absent and we have not heard from you by 9.30 am, the school will telephone the child's home so that the child's whereabouts and safety may be established or send a text message if possible.
- We may need to use other emergency contacts if we do not get a response to ensure your child is safe.

The first step to progressing at school is regular attendance. I would urge any parent foreseeing a difficulty in this area to make early contact with the school. Attendance is tracked on an electronic system which will produce alerts if a poor pattern emerges. Please avoid holidays during term time.

#### HEALTH AND SAFETY

The wearing of earrings is likely to cause difficulties on 'gym days'. Please ensure that your child does not wear earrings on these days or alternatively, if removing the earrings causes a

problem, then pupils may bring micropore tape to school and use this to cover over the earrings for the duration of the P.E. lesson. All other jewellery should be kept at home.

#### SCHOOL UNIFORM

Alloway Primary School has a very attractive school uniform consisting of a sweatshirt in the school's colours of navy and yellow or blouse/shirt and school tie. Girls wear a dark or navy skirt or trousers and boys wear dark or grey trousers or shorts.



#### Please name all items clearly.

School uniform can be purchased from School Wear suppliers in Dalblair Road, Ayr.

The school will make every effort to return lost property. However, if your child's name is not marked clearly on their property, we may be unable to help you. We can only store lost property for a duration before we donate it to charity.

The following categories of clothing are deemed unacceptable for school wear:-

- any item carrying advertising for alcohol/tobacco.
- any item encouraging factions (eg. Football colours). Accessories with these emblems are also unsuitable for school life, including stationery.

In Alloway Primary School we strongly discourage the wearing of denim clothing to school. We would encourage School uniform to be worn every day unless stated by class teacher for specific activities. Children should bring their PE Kit to school and will be getting changed for PE on PE days.

Provision of the following P.E. clothing would be helpful:-Gym Shoes Black/Navy gym shorts White T shirt

PE kits should be provided and kept in the school during term time as children need these items to participate in these lessons safely.

# Homework



Homework is any school work that takes place out with formal classroom teaching...

- allowing parents and carers to become familiar with work which is currently being taught in the classroom.
- providing opportunities daily for school and home to communicate where necessary and to demonstrate to pupils the shared commitment home and school has to their learning.
- practising and consolidating work done in class and preparation for the next episode of learning in school.
- developing skills for working independently.
- providing training for pupils in planning and organisation.
- developing good work habits, self-discipline and responsibility for own learning.
- building confidence in using appropriate digital platforms.

Each stage from Nursery to P7 brings with it different demands on different pupils. It is difficult to be exact as to how much time each child should spend on homework. We will give you more details of learning and activities at each stage as we move on through the initial term.

We usually report on a child's homework standards and effort in our end of year tracking report but these are exceptional circumstances so this may all be reviewed. Please try and encourage the children to stay engaged and work through their homework activities as this will really help them stay on track. If you are having any issues with your child's homework please contact the class teacher who will be able to discuss these with you.



We encourage children to read regularly at every stage in the school and we will continue to send home class readers as well as library books.

Please note that children will not share these and they will be wiped to ensure they are clean from any germs and would be grateful if you would do likewise and keep them in the zippy bag when returning to class.

We also provide each child with log in details for 'Sum dog' and 'Bugclub' to allow them to build their numeracy and literacy skills.

We will ensure that we support any child who does not have access to a Laptop or I pad device and recently consulted with all families. We are aware that some children are sharing a device.

#### EXTRA-CURRICULAR ACTIVITIES

In Alloway Primary School we place a great deal of importance on the provision of extracurricular activities which are provided on a voluntary basis by our staff and some willing helpers and parents. Our programme has been suspended over the past few years due to the impact of the pandemic but this session we look forward to offering a more varied programme including music, dance, sport, arts, science and creativity.

We try to offer a range of sports and experiences throughout the year and look forward to entering teams into sporting competitions this session. The staff give up their own time to run after school clubs so ensure the children return letters etc. and are collected at the end of the session at times agreed please. Registration to clubs will be completed online and information will be sent to parents when appropriate. If your child is registered for a club after school and isn't attending a session, please phone the school office to let us know.



#### A CURRICULUM FOR EXCELLENCE

Alloway Primary School has fully implemented a curriculum which meets the needs of all children and young people from 3 to 18, ensuring a focus on developing the four capacities at every stage:

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

The purpose of a Curriculum for Excellence is to ensure that all children and young people of Scotland develop the attributes, knowledge and skills they will need to flourish in life, learning and work, now and in the future.

We take a thematic approach to learning but give the children a variety of opportunities to apply their skills and knowledge to real life situations

Each area of our curriculum has a skills pathway known as a framework which we use as a guide. We track a child's progress through each pathway and a tracking report will be sent to parents three times a year. There will be 3 opportunities given for a formal parents' meeting along with a written report in June.



#### **Connecting**

Pupils and staff usually assemble for various purposes throughout the school year.

We come together to share information, celebrate achievements, promote our school values and share the work of our classes with each other. Rev McNaught and school church worker Rev David Hume support these as far as possible. We plan these thematic assemblies and link them to our learning themes as well as to the UNICEF charter as we are a Rights Respecting School.

Special Assembles are as follows:-

- 13<sup>th</sup> Oct 2023 Harvest assembly
- 22<sup>nd</sup> December 2023 Christmas closing service
- 26<sup>th</sup> January 2024 Scots Poetry Competition
- 28<sup>th</sup> March 2024 Easter Service
- 28<sup>th</sup> June 2024 Closing Service



This session we will be holding 2 open afternoons where parents and carers are invited to come into the classroom to share learning with their child. These will be held on Thursday 21<sup>st</sup> September and Friday 9<sup>th</sup> February from 1.30-2.45pm.

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We will also be holding a Learning Showcase (Curricular Evening) for parents and carers. This will be in the format of a presentation about learning in school followed by a learning fayre where all staff will set up stalls that showcase learning that happens in the school. This will be held on Thursday 12<sup>th</sup> October from 6-7.30pm. Coffee will be served.

Parents and carers will be welcomed into 2 formal parents evening appointments, 16<sup>th</sup> November 2023 and 30<sup>th</sup> May 2024.

We will have lots of opportunities for parent helpers across the session and class teachers will write out to you about this.

#### Social studies

Time is allocated to Social Studies across all stages with a focus on a skills approach through active learning and interdisciplinary learning. We have a whole school plan to ensure depth of understanding. You will be given a termly curriculum journey flyer to keep you up to date with learning themes. The local library source lots of books to support our themes. Anyone can join and we very much promote membership and use of the local library. It is a super community resource.

#### <u>Science</u>

Science is taught in individual classes as part of an ongoing programme and through interdisciplinary learning. We encourage outdoor learning too. We offer lots of STEM opportunities and usually parents support this work as we have STEM ambassadors in school from local businesses and the industrial sectors.

STEM = Science, Technology, Engineering and Mathematics.

### <u>Eco School</u>

We have developed strong links with the community. We have an outdoor classroom which we will use across a range of subjects to allow children to learn outdoors. We have a monthly Fairtrade tuck shop and encourage the use of recycling bins including food recycling. We have our Third Green Flag Award and discourage litter in our grounds. We have also been reaccredited as a Gold Standard Rights Respecting School.

We have provided dog mess bags which you will see on our school railings to discourage mess left on pavements -please support us with this as this can lead to real distress for a child who stands on dog mess which should be picked up by responsible dog owners. Please do not bring dogs into the playground or tie up at a gate where children have to pass and may be fearful or excited. Please only bring guide or registered Therapets into the school grounds.

Please help out by limiting the amount of packaging you use to wrap snacks and lunch items; try to cut out unnecessary plastics, etc. We all do our bit where and when we can.



I have already asked that all packed lunches from home come in an appropriate carry bag which is labelled and your child can open and please <u>do not</u> send any hot flasks.



#### SECURITY

In the interests of pupil safety and security, you should always report to the main office if you have an appointment. As children leave at the end of day, teachers will wait at the doors. Please encourage children in the infant stages to return to their class if an adult is <u>not</u> there to collect them.

Should you wish your child to walk home alone, please inform the school or communicate directly with the teacher to discuss this arrangement for infants, otherwise we will call home to check arrangements as we do usually expect to see infants collected unless told otherwise. It's fine for you to wait away from the class doors for now so make sure your child knows where to meet you.

Please note that parents of pupils should <u>not</u> enter the class bays or cloak rooms at all. If you need to speak to a class teacher please call into the school office to make an appointment. Please do not email staff directly.

As previously indicated, South Ayrshire Council have removed our access to our SEESAW communication app. We will be provided with a new app to use for a year's trial period. More information about this will follow.

#### CAR PARK

The car park is for the use of staff. Parents should not drop their children off in the car park. Children are not allowed in the car park at any time. If, in an emergency, you

have to park in the car park please ensure that your child is accompanied to and from the car. Please do not park in the disabled bay unless this is a necessity and you have permission.

We thank you for your support in these matters and hope that the school and parents can work together to provide a safe environment for the children in these difficult times.



#### PARKING AROUND THE SCHOOL

Parking around the school remains a concern for school staff, parents and the local community. We really need the co-operation of all our school community with this as we receive numerous complaints from concerns parents or residents about parking and road safety and would seek all parents to park and drop off in a responsible and safe manner. There is a drop off zone in front of the school. This is <u>not</u> a car parking facility. Parents should <u>not</u> park in the drop off zone or bus lane. You will have to park safely and with consideration and walk along to school or allow the children to cross with our lollipop people. Please consider their safety too when parking. Do not park on walkways or over the school S:\Office Staff\Genstaff\MASTERS\Information Booklets\2023-24\Information Booklet For Parents And Carers 2023-24.Docx

gates. Bus bays are now being used more regularly as we venture out of school using buses so it is vital for children's safety that these remain clear.

Please also consider our neighbours and be aware of their driveways as these are often blocked. It is important to respect our neighbours and be mindful of their access points – don't block them in or out please. Think before you park and also think of physical distances too. We encourage children to walk to school so think about their safety at all times please. Please support us with this.

#### PLAYGROUNDS

Our playground is supervised each day by support assistants from 8.45am. The playground is not supervised before this and we would not encourage children to enter before then. It is important that children feel safe and happy in the playground so dogs should <u>not</u> be brought into this area nor left unattended at the school gate stated as some children are afraid of dogs. We have signage around our school to support this - please adhere to this. Only guide dogs and therapets known to us are welcomed into our school.

P1-3 parents should enter through the main gate on Upper Crofts and accompany their child to their playground for drop off and then pick up. Primary 5-7 are used to entering the playground independently and would want to continue in this manner. We know that P4 parents will support their children to develop a more independent drop off and pick up routine as they join the upper school. Please ensure your child is clear about the routine that you have in place for them and that they know where you will be and how they will get home.

#### LUNCHES

Our school supports the "Hungry for Success" campaign, and as such provides healthy meals. A school lunch menu will be emailed home to you so please discuss this with your child each day so they are familiar with what they want to eat at lunchtime. They will order their lunch in the morning with their class teacher. Children in P1-5 receive free school meals. If you wish you can send your child to school with a healthy packed lunch. School staff, including management will support your child during lunchtime.

As part of our Health Promoting Schools Policy we promote healthy eating and encourage good choices. We will encourage fruit as a snack choice but ultimately parents will decide on what their child eats.

A Cashless Catering system is in operation at Alloway Primary School. Parents should pre-book and pay for their child's meals on Parent Pay. If you need any help with this please contact the school office. Please talk to your child about the lunch options that you have chosen for them. Please



make sure your child has money in their lunch account. Primary 1-5 receive a free school meal up to £2.35.

#### STAFF INFORMATION



Head Teacher	Mrs F. Meney		
Depute Head Teacher	Mrs L. Millar	$I = \{1, 2, 3, 3, 3, 3, 3, 3, 3, 3, 3, 3, 3, 3, 3,$	
Principal Teachers	Mrs L. Stewart 0.8 (N	on- Thurs)	
	Mrs E. Park 0.8 (Tues	s-Fri)	
	Miss N. Rainey 0.4		
	Mrs A Wylie 0.4		
	(maternity cover for I	Niss Rainey)	
Class Teachers	Mrs S. Gibson	P1	
	Miss C. McGahon	P1	
	Mrs K. MacLeod	P2	
	Mrs M. McLeod	P2	
	Mrs Y. Clark	P3	
	Mrs M. McKay	P3	
	Mrs A. Wylie	P4	
	Mrs L. McCarrell	P4	
	Mrs E. Goodwin	P5	
	Mrs S. MacKinnon	P5	
	Ms D. Wilson	P6	
	Mr R. Hall	P6	
	Mrs M. Litton	P7	
	Mrs C. Harrison	P7	
Dunil Current Teachand	Marc C Llaumanah O 6		
Pupil Support Teachers	Mrs G Haymarch 0.6		
and New Close Contract Time Teachand	Mrs L. Herbert 0.6		
and Non-Class Contact Time Teachers.	Mrs J. Martin 0.6		
	Mrs H. Parkinson 0.4		
	Mrs D. Connor (Cluste	r Support)	
Forder Verset Transferr	Marc K. Cilmour		
Early Years Teacher	Mrs K. Gilmour		
Senior Early Years Practitioner	To be appointed		
Early Years Practitioner	Mrs A. Ahmed		
	Mrs J. Lorimer		
	Mrs E. Easton		
	Mr R. McGill		
	Mrs H. Fraser		
	Mrs E. Pollock		
	Mrs J. Grant (0.8)		
	Ms K. Adgie (0.6) Mrs	5 L. GIDSON (U.4)	

Music Specialists	Mr O'Connell - Music tuition(cello) Ms N. Connell - Music tuition (violin) Mr S. Bird - Music tuition (brass) Mr A Gonzalez - Music tuition (woodwind)
Clerical Staff:	Mrs J Renshaw - First Aider Mrs J Paul - First Aider Mrs C McHugh - First Aider
Janitorial Staff:	Mr G. Simpson Mr K. Sloan
School Support Assistants:	Mrs Y. Herron Mrs K. Warnock Mrs J. Scobie Mrs M. Campbell (Part time) Mrs M. Walker (Part time) Mrs A. Campbell (Part time) Mrs S. Tait (Part time) Mrs S. Andrews (Part time) Mrs L. Armstrong (Part time)
Kitchen Staff:	Mrs L. Laing (Cook) Miss V Stevenson Ms D Richmond Ms Emma Stewart Mrs C Muirhead
Crossing Patrollers	Mr Bob Bell Mr Richard Grace Crossing Patroller (to be appointed)

We are a Rights Respecting School. Our values are respect, equality, cooperation, honesty and responsibility and we encourage kindness from all and towards all.



Our staff are entitled also to work in a pleasant, happy, safe work place and are protected by South Ayrshire Council policies, Equality at

Work and Violence and Aggression at Work policies.

Please see our full handbook which is available on online and on our school website. This has information about the appropriate use of social media which should not be used to discuss any individuals from our school community.

We do our very best to meet the needs of all children and the plans we make are all about trying to get it right for every child. You also know what is best for your child so please do not allow peer pressure from social media impact on your decisions – if you need help or support speak to us directly as we will be happy to help you, rather than others on our playground or on what's app/facebook for instance. We do not have a facebook page as a school but keep a blog and website for your information and you can also follow us on Twitter.

Please remember that as employees of South Ayrshire Council we are happy to consider your feedback, we will consult you when we can and when we think appropriate, as we enjoy a positive relationship with our parent body.

Children, parents and all staff should display respect at all times. It's what gives us the 'A' in Alloway!

#### CONTACT INFORMATION

Alloway Primary School	
16 Doonholm Road	
Alloway, AYR	
KA7 4QQ	
01292 612490	
Head Teacher: Mrs Fiona Meney	
Named Person: Mrs Fiona Meney	
Child Protection Coordinator: Mrs Fiona Meney	
South Ayrshire Council	
Education Services	
County Buildings	
Wellington Square	
АУR	
KA7 1DR	
■ 0300 123 0900	

School Nurse:	Stacey Cannon	
	07815992482	
Educational Psychologist:	Claire Masterman	
	01292 612020	
Campus Cop:	PC Stephanie MacPheat	
	01292 612054	