



Education Resources

Kirklandpark Primary School Handbook 2025



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If you need this information in another language or format, please contact us to discuss how we can best meet your needs.

Phone: 0303 123 1023

Email: [**education@southlanarkshire.gov.uk**](mailto:education@southlanarkshire.gov.uk)



1) Introduction by the Head Teacher

Dear Parents/Carers

Thank you for choosing to send your child to Kirklandpark Primary School. Kirklandpark Primary is a member of the Strathaven Learning Community.

Kirklandpark School was opened in October 1978. It is situated in parkland on the outskirts of the market town of Strathaven. There is a large area of amenity ground adjacent to the school, which we use for outdoor learning, sports and games. We are within easy walking distance of the local secondary school, Strathaven Academy and all local amenities.

Our school covers three levels and incorporates thirteen classrooms and a number of open area spaces.

It is our vision for every child in Kirklandpark Primary to achieve their full potential by developing their knowledge and skills through challenging learning experiences in a nurturing, positive and motivating environment where high expectations are set and success is celebrated.

In Kirklandpark we take great pride in ensuring that we offer a warm welcome to all pupils, parents, carers and members of the local and wider community.

We make every effort to offer a high standard of learning and teaching in a safe, caring and motivating environment. In Kirklandpark we work hard to ensure that all children are supported and encouraged to develop the skills and attributes which will allow them to reach their full potential now and in the future.

The boys and girls are integral to decision making within the school, taking on many roles and responsibilities in order to help them to become responsible citizens, effective contributors, confident individuals and successful learners as they grow and develop.

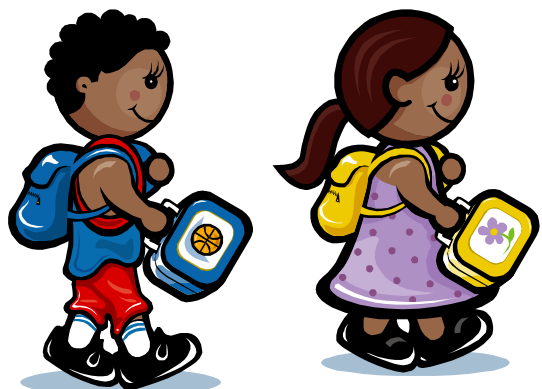
Our school is at the heart of the local community and we value our strong partnership with parents/carers which is central to achieving our aims. We look forward to working together with you to provide a rich and stimulating education for all our children.

Should you wish any further information about our school, please do not hesitate to contact me.

We hope your child will be very happy in Kirklandpark Primary School.

Dawn Laing

Mrs Dawn Laing
Head Teacher



South Lanarkshire Council is the fifth largest authority in Scotland. It covers the following main areas; Clydesdale in the south which features extensive rural areas, Cambuslang, Rutherglen, Blantyre and Uddingston to the north as well as the towns of East Kilbride and Hamilton.

The Council's Plan Connect sets out the Council's vision which is, "to improve the quality of life for all within South Lanarkshire".

For Education Resources this means delivering services of the highest quality as well as striving to narrow the gap. It is about continually improving the services for everyone at the same time as giving priority to children, young people, families and communities in most need. The priorities for schools and services are set out in the Education Resources Plan which confirms the commitment to provide better learning opportunities and outcomes for children and young people.

The priorities for all schools in South Lanarkshire are set out on the back page of the handbook.

2)About our school

School Address:

Kirklandpark Primary School
Kirkland Park Avenue
Strathaven
ML10 6DY

School Contact Details:

Phone Number 01357 520177
School website <https://blogs.glowscotland.org.uk/sl/kirklandparkps/>
Email address office@kirklandpark-pri.s-lanark.sch.uk



We currently have 375 pupils on our school roll, with thirteen classes from P1 – P7. The school is split over three levels, has thirteen classrooms, extensive open areas, an atrium, gym hall with stage and a large dining hall. We also have a Nursery class and our present roll is 32.

Kirklandpark Primary School is a non-denominational, co-educational school. Kirklandpark Primary School does not provide teaching by means of the Gaelic language (as spoken in Scotland).

We enjoy a very good relationship with the local and wider community. Throughout the year, various members of the community come into school to enhance the children's learning experiences and our staff and pupils visit groups and establishments within Strathaven.

4) School Ethos



It is our vision for every child in Kirklandpark Primary and Nursery to achieve their full potential by developing their knowledge and skills through challenging learning experiences in a nurturing, positive and motivating environment where high expectations are set and success is celebrated.

Our motto is



Our Aims

We aim to:

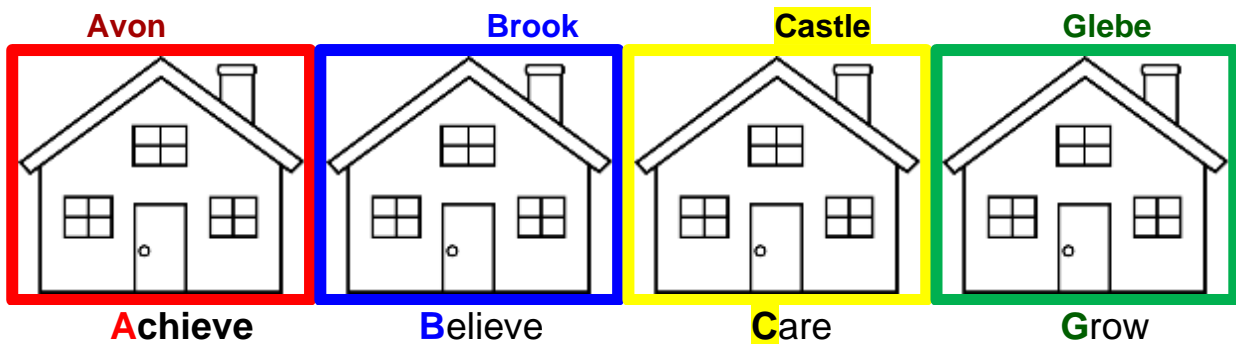
- Provide a safe, nurturing and engaging environment in which our children develop positive attitudes, good self-esteem, resilience and become confident individuals.
- Give children the opportunity to explore emotions, cultures and beliefs to foster respect and understanding for others and themselves.
- Create stimulating experiences which promote positive attitudes towards learning, independence, intellectual development and enquiring minds.
- Enable all children to access an inclusive education that provides support and challenge to encourage them to fully develop their skills and talents for life, learning and work.
- Work in collaboration with partners (parents, carers, local / wider and learning community and other agencies) to enhance and support learning opportunities,

share good practice and facilitate smooth transitions, enabling them to become effective contributors in society.

Our Values

We used the names of our houses to create our school values

They are.....



We also have a mascot to help us remember our values and to sing our KP



KP, KPS
At KPS we try our best!



Our School Day

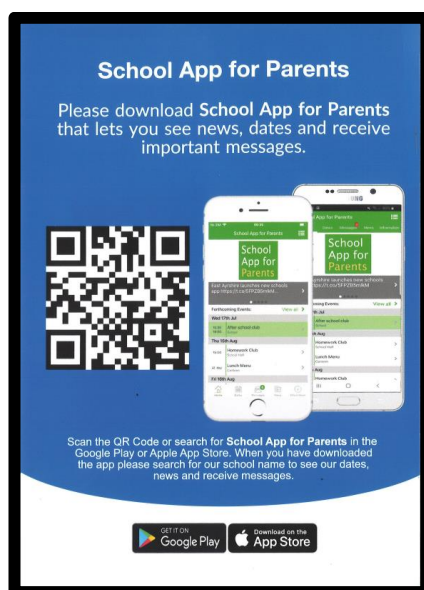
We start school at 9.00am and finish at 3.00pm.
Our morning interval takes place between 10.30am and 10.45am.
Lunch time takes place between:

12.15pm and 1.00pm for children in Primaries 1-3
12.30pm and 1.15pm for children in Primaries 4-7



Communication & Contact With Our School

We communicate a great deal of general information via our school website and school app.
Our school app can be downloaded from Google or Apple.



In accordance with South Lanarkshire Council policy, we also use Parent Pay for payment related items, including school meals for P6 & 7 pupils and school trips.

Parent Portal is used for items specific to individual pupils or pupil groups. This includes letters, newsletters and permission forms.

Google Classroom is used to communicate homework (in conjunction with our bespoke home-link diaries) and general classroom communications.

We communicate pupil achievement and share children's work and learning experiences via X (formerly Twitter). Access to this is restricted and to be granted access, parents and carers should contact our school office with:

- Their first and surname
- Twitter / X handle
- Their child's name and class

They should also request to follow us via Twitter and we will grant access when the request comes through to us.

If you need to contact us, communication regarding general questions relating to school procedures and activities can be made with our school office by

- Telephoning: 01357 520177
- Emailing: office@kirklandpark-pri.s-lanark.sch.uk

For questions or concerns relating to everyday classroom specific matters, please contact your child's teacher via:

- his / her homework diary
- writing a note that can be handed in to the teacher
- discussing queries at Parents' Evening meetings
- Google Classroom

If you are concerned about an aspect of your child's learning please let your child's teacher know. This could be by:

- writing a note in your child's diary
- sending a letter
- phoning the office and requesting for a call back from the teacher (01357 520177)
- discussing concerns at Parents' Evening meetings

Although, not frequent, more serious concerns and matters can arise from time to time. In such situations we would ask that you telephone our school office to request to meet with the teacher.

Please note that there may be occasions when the class teacher is unavailable and Mr Hepburn (DHT), Miss Mackenzie (Acting DHT) or Mrs Laing (Head Teacher) may meet with you instead.

We will respond to you with an acknowledgement of receipt of your communication within two days of receipt of your concern. We will endeavour to provide all further details within one week, however this timescale can vary depending on the concern that has been raised. On most occasions your concerns will be addressed immediately, however should more time be required to investigate a situation or gather information we will keep in contact with you and where possible, give you approximate time scales that will enable us to work with you to bring the matter to a conclusion. Please note that if we contact you by telephone and there is no answer / you cannot take the call we will leave a message on an answerphone facility or if this is unavailable we will write to you to let you know that we've tried to contact you.

Please contact Mrs Laing, Head Teacher by email or to make an appointment if you have a concern or complaint relating to a member of staff, another child or the safety of your own child.

We hope that you will come and discuss any concerns that you have with us, however should you feel that this is not possible or if you are unhappy with the outcome of discussions and you do not feel that your concern can be addressed within the school South Lanarkshire Education Resources can be contacted by email at education@southlanarkshire.gov.uk or by telephone on 0303 123 1023.

South Lanarkshire also has a corporate complaints procedure which can also be used to raise complaints and concerns. Details are available on the council website www.southlanarkshire.gov.uk.

Visiting Our School

People with school aged children who are moving into the catchment area, often contact us to request to visit. This is absolutely no problem and we are happy to give you and your child / children a tour. Moving school can be daunting and we are keen that both you and your child / children have an opportunity to get to know us, hear all about our school and to have a look around.

Parents of children who register to start Primary 1 with us are invited to attend four transition visits during the final school term of the academic year prior to their August starting date. During our transition visits we incorporate visits to the Primary 1 classrooms, gym hall and dining hall. We also have a special treasure hunt that allows parents and children solve clues as they explore our school.

4) School Staff

Head Teacher		Mrs Dawn Laing
Depute Head Teacher		Mr Alan Hepburn
Acting Depute Head Teacher		Miss Fiona Mackenzie
Principal Teacher		Mrs Amanda Gray
Acting Principal Teacher		Mrs Lisa Burns
Class Teachers		
Primary 1	Room 1a	Miss Adele Kerr, Miss Melissa Gibson, Mrs Emma Ingram & Mrs Claire McCormack
Primary 1	Room 1	Mrs Lisa Burns
Primary 2	Room 2	Mrs Theresa Smart
Primary 2	Room 3	Mr Alan Marshall
Primary 3	Room 4	Miss Lisa Purse
Primary 3	Room 4a	Mrs Paula Kinnear & Mrs Shona Watson
Primary 4	Room 5	Mrs Natalie Gold & Mrs Samantha Kelly
Primary 4	Room 6	Miss Rebecca Cornish, Mrs Sarah Clarke & Mrs Heather Smith
Primary 5	Room 7	Mrs Nicola Tweedlie & Mrs Emma Ingram
Primary 5	Room 8	Miss Anna Higgins
Primary 6	Room 9	Mrs Lorna Lee
Primary 6/7	Room 10	Mrs Jacqueline Jarvis
Primary 7	Room 11	Miss Amy Young
Specialist Support Teacher		Ms Elaine Buchanan
School Support Staff		
Team Leader		Ms Vicki McGaw
School Support Assistants		Mrs Lorna Doherty
		Mrs Kimberly Grimalt
		Mrs Yvonne Kinnersley
		Mrs Heather Lambie
		Mrs Lynn McWhinnie
		Mrs Gail Mercer
		Mrs Anne-Marie Stewart

Early Years Team Leader	Mrs Emma Forsyth
Early Years Assistant	Mrs Victoria McClure Miss Michelle Moffat Mrs Salina Murphy Mrs Iwona Sabiniarz Mrs Michelle Seery
Early Years Support Assistant	Mrs Andrea Bryson
Facilities Staff Janitor	Mr Malcolm Lindsay
Catering Supervisor Catering Assistants	Mrs Wendy Woods Ms Lynn Harris Mrs Julie Smith Ms Katy Mair Ms Donna Huntly Ms Sarah Gilmour Ms Stephanie Reilly
Cleaning Supervisor Cleaning Staff	Mrs Isobel Kerr Ms Angela Rossi Ms Lynsay Brown Ms Amy Mitchell
School Nurse	Ms Sharon Smith
Music Tutors	Mr Stephen Dowling – Strings Instructor Mr Herbie Longalong– Woodwind Instructor
School Chaplain	Rev. Dr Shaw Patterson minister of Trinity Church Rev. Calum Stark of Avendale Parish Church
Parent Council Email Address:	kpchair@parentcouncil.org.uk gw22kirkparkpc@glow.sch.uk
P.T.A. Email Address:	gw22kirklandpa@glow.sch.uk

5) Attendance

Every effort should be made to ensure that your child attends school during term time. Please contact the school as soon as possible if your child is unable to attend school. It is important for the school to work with parents/carers in encouraging children to attend school. All absences are required by law to be recorded. Absences will normally fall under two categories – authorised or unauthorised absence. In cases where your child is unable to attend school parents are asked to:

- if you know in advance of any reason why your child is likely to be absent from school, please tell someone at the school, telephone us or let us know in writing.
- notify the school first thing in the morning when your child is going to be absent and tell us why. Let us know the likely date of return and keep us informed if the date changes. Please also give your child a note on his/her return to school, explaining the reason for absence;
- inform the school of any change to the following :-
 - home telephone number
 - mobile number
 - emergency contact details
- requests for your child to be absent from school to make an extended visit to relatives must be made in writing to the head teacher, detailing the reason, destination and duration of absence and arrangements for their continuing education. On these occasions the pupil will be marked as an authorised absentee in the register.



If you know they have a hospital/dental appointment, please let us know in advance.

Requests for your child to be absent from school to make an extended visit to relatives either in the UK or overseas must be made in writing to the head teacher, detailing the reason, destination and duration of absence and arrangements for their continuing education. On these occasions the pupil will be marked as an unauthorised absence.

Parents may request that their children be permitted to be absent in order to celebrate recognised religious events. Advance notice should be provided to the school when children will be absent. Appropriate requests will be granted, and the pupil noted as an authorised absentee in the register. (See section 7).

Emergency Arrangements

We strive to keep the school open during term-time. However, there may be instances such as severe weather or power failures that could affect the school day. In such cases, we will inform you as soon as possible through text messages and our social media channels.

Whilst we hope that we do not ever need to employ emergency arrangements, it is vital that procedures are in place to support all should they be required.

To ensure that you can always be contacted quickly, please ensure that your contact details are updated when mobile phone numbers and email addresses change.

Medical Related Emergencies

Children who are at high risk of requiring emergency treatment due to a medical condition will have a care plan in place that details treatment and when parents and emergency services should be contacted.

For individual medical emergencies eg. in the event of a fall or unexpected medical situation, the main contact of a child will be contacted by telephone immediately or as soon as is practicable. Should the main contact be unavailable, the second parent / carer contact will be contacted.

When on outings and trips, our staff carry permission forms detailing children's medical details. Should an emergency arise, parents will be called immediately or as soon as is practicable.

Whole School Emergency Arrangements

In the event that we are required to evacuate our school building eg.as a result of our fire alarm sounding, we have clear procedures in all areas of the school, detailing muster points in our MUGA pitch.

Should an evacuation be prolonged over a period of time or if the weather is inclement, we have arrangements in place to enable us to decant to Strathaven Academy.

In such cases, parents will be notified via our school app and / or text message when we are able to access our systems.

In the event of a bomb scare, we will decant to Strathaven Academy if it is safe to do so. Should it be unsafe to leave the building, we will follow al risk assessment and maximising safety procedures.

Emergency Arrangements For Inclement Weather

In the event of severe weather like snow or heavy frost, if the school cannot open at the usual time, we will delay the start until 10 am. Notifications will be posted on social media and the council's website.

Communication

The Council's website, www.southlanarkshire.gov.uk, will provide updates on school closures or delays including further information about the next school day.

Before The Start Of The School Day

It may be necessary to close the school with little notice if the weather takes a significant turn for the worse overnight.

In the event that this happens we will contact you by sending out a message on our app.

If we can get into the school we will also send a group text.

Our twitter / X page will also convey the same information.

Please note that the only other official sources of information would be from South Lanarkshire Council themselves or via the local radio or news.

Please be aware that on some occasions a decision may be made to defer school opening until 10.00am. This happens when the Council anticipates that staff will be able to get to school but it may take longer than usual due to road conditions etc. Often the roads around Strathaven become grid-locked when there is heavy snow. A decision to defer opening can happen quite late as the situation can change very rapidly. This can be as late as 8.30am depending on the circumstances.

During Through The School Day

If the school is closed mid-way through the school day, we will not release the children unless collected by an adult or we have received word from you personally (by speaking to you on the phone) to let them leave.

Please make your way to the school as safely and quickly as possible. Should you be some distance away we would be most appreciative if you could arrange for a friend or neighbour to collect and care for your child until you get home*. This will enable our teachers and support staff to make their way home safely to their own families too.

*Please phone us to let us know if you have authorised somebody other than yourself to collect your child.

It is essential that we have the correct contact phone numbers and email details on file for you. Please let us know if there have been any changes.

Emergency Arrangements That Families May Need To Convey To School Staff

Please telephone the school office and ask to speak with Mrs D. Laing (Head Teacher) if a situation arises that involves you and your children requiring to have emergency arrangements put in place. We will support you in any way that we can.

Parental Responsibilities

Inform the school of any changes to your contact details.

If unsure about the school's status, visit the website www.southlanarkshire.gov.uk or email education@southlanarkshire.gov.uk.

Your Commitments

We ask that you:

Support and encourage your child's learning.

Respect and adhere to the school's policies.

Respect school staff and support the school's commitment to your child's education.

Family Holidays During Term Time

Please ensure your child attends school during term time and avoid holidays during this period as it disrupts education and reduces learning time. If a holiday during term time is unavoidable, inform the school in advance by letter.

Holidays during term time will be marked as unauthorised absences, except in exceptional circumstances where parents can demonstrate the inability to obtain leave during school holidays. Unexplained absences will be recorded as unauthorised.

Encouraging School Attendance

We believe that regular school attendance is key to raising attainment and achievement. It's a shared responsibility among parents/carers and the school to emphasise the importance of attending school.

For your convenience, school holiday dates and in-service dates can be found on the council's website: www.southlanarkshire.gov.uk.



6) Parental Involvement



Parental Involvement

The Scottish Schools (Parental Involvement) Act 2006 offers guidance for education authorities, Parent Councils, and others.

Parentzone [Parentzone Scotland | Education Scotland](#) provides resources for parents and Parent Councils, and the National Parent Forum for Scotland offers additional information at www.npfs.org.uk.

Parental Involvement/Parent Council

South Lanarkshire Council values parents as partners in their child's education and has published a strategy called 'Making a difference – working together to support children's learning', available on the Council's website:

www.southlanarkshire.gov.uk/downloads/file/13457/parents_as_partners_-_strategy_2019

The Importance of Parental Involvement

- Parents, carers and family members are the most significant influences on children's lives.
- Children spend only 15% of their time in school between the ages of 5 and 16.
- Research shows that parental involvement in learning leads to better outcomes at school and in life.

Our Aims for Parents/Carers

- To be welcomed and involved in the life of the school.
- To be fully informed about their child's learning.
- To be encouraged to contribute actively to their child's learning.
- To be able to support learning at home.
- To be encouraged to express views and participate in discussions on education-related issues.

Parent Forum and Parent Council

- Every parent with a child at school is automatically a member of the parent forum.
- The Parent Council is a formal group with a constitution that acts as the Parent Voice of the school.

Getting Involved

- To learn more about becoming a parent helper or joining the Parent Council and/or Parent Teacher Association, contact the school or visit our website.

A guide on the role of a Parent Council, created by parents for parents, is available via this link [Parent Councils](#)

Parentzone Scotland

- A unique website for parents and carers in Scotland, offering information from early years to beyond school.
- Provides up-to-date information about learning in Scotland and practical advice to support children's learning at home.
- Offers more detailed information on additional support needs
- Explains how parents can get involved in their child's school and education.
- Includes details about schools, performance data for school leavers from S4-S6, and links to national, local authority, and school-level data on the achievement of Curriculum for Excellence levels.

Parent Council

Kirklandpark has a hardworking Parent Council. We meet regularly in the school to discuss school business. The Parent Councils consists of

Chairperson Mrs Fiona Cook (kpchair@parentcouncil.org.uk)

Parent Members Fiona Marsh, Karen Messer, Robert McNair & Alison Steele

Staff Representatives Miss Fiona Mackenzie (Acting Depute Head Teacher) and
Dawn Laing (Head Teacher)

Enquiries for the Parent Council can be emailed to gw22kirkparkpc@glow.sch.uk



Parents' Association

Our Parents' Association also works tirelessly throughout the year to raise money to enhance our curriculum, providing funding for trips, resources and equipment.

New members are always welcome and if you can spare some time to help it would be most appreciated.

Further information is available via our school office.

Chairpeople	Alison Gilliland & Victoria Mackie
Secretary	Cathy Graham
Treasurer	Nikki Casserly
Staff Representative	Alan Hepburn

7) The Curriculum

Curriculum for Excellence is the name given to the curriculum in Scotland for all children and young people aged 3-18. It is forward looking, coherent, flexible and an enriched curriculum that provides young people with opportunities to engage with the knowledge, skills and attributes they will need to flourish in life, learning and work.



The curriculum places learners at the heart of education and at its centre are four fundamental capacities - successful learners, confident individuals, responsible citizens, and effective contributors. It includes all of the experiences that are planned for children and young people to support the development of their skills, wherever they are being educated, for example in the family and community, pre-school centre, nursery, and school.

In taking this forward our school will work closely with South Lanarkshire Education Resources and other services to enrich the curriculum, to provide the best possible education for all children and young people. We wish you to feel confident that your child is encouraged and supported to develop their literacy, numeracy and other skills whilst they attend our school. The curricular areas are as follows:

- Expressive arts
- Languages and literacy
- Health and wellbeing
- Mathematics and numeracy
- Religious and moral education
- Science
- Social studies
- Technologies

If you want to know more about Curriculum for Excellence, please visit [Scotland's Curriculum for Excellence \(scotlandscurriculum.scot\)](http://scotlandscurriculum.scot)

Our learning and teaching activities are based on the outcomes and experiences in the guidelines that all schools have for Curriculum for Excellence.

Level	Stage
Early	The pre-school years and Primary 1 or later for some.
First	To the end of Primary 4, but earlier or later for some.
Second	To the end of Primary 7, but earlier or later for some.

We work in close collaboration with the other schools in the Strathaven Learning Community. We collaborate with the schools to plan, implement and evaluate joint topics and interdisciplinary topics. We also organise a number of transition activities to support children moving from primary into secondary school.

Expressive Arts



Art and design, music, dance and drama are principle ways of encouraging creativity, individuality, imagination, inspiration, self-awareness and enjoyment. They also help to develop qualities such as leadership, co-operation and teamwork.

Languages And Literacy

We place a great emphasis on the teaching of reading, writing, talking and listening. French has been introduced throughout the school as a second language. In January we focus on Scots Language.



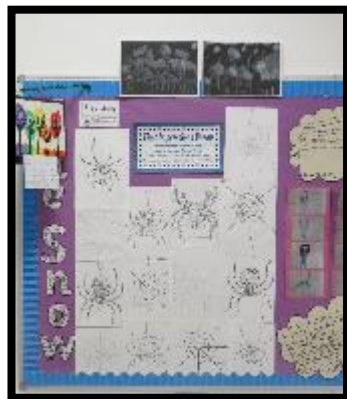


A writing lesson based on using effective adjectives to describe a haunted house.

Reading Buddies

Reading

The material we use is appropriate to the ability, maturity and interest of our pupils. We use a reading scheme called Story World from primary one to three along with Monster Phonics, paired reading, novels and information books. In primary four to seven we use a combination of novels, non-fiction materials, SRA, poetry and playscripts.





Writing

Our aim is to encourage children to organise their thoughts and ideas and to express them in a suitable written form with appropriate vocabulary. Talk For Writing is used to help raise attainment in writing skills as well as teaching skills in vocabulary, and grammar. This is now currently under review to ensure that our provision is appropriately meeting the needs of all children. Spelling is taught within a daily language programme and is based on the Superhero Spelling and Spelling Made Easy programmes.

Talking And Listening

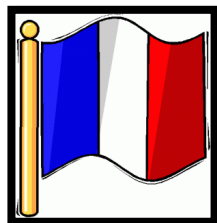


The school provides opportunities for a wide range of different kinds of talk, from the most relaxed and informal to the more formal kind. Children are also expected to discuss possibilities for writing tasks with their parents. Talking is a vital communication skill and listening is equally important. Pupils are encouraged to listen to each other, to staff, and to visitors to the school.

French



French work carried out by P2/3



Pupils throughout the school are taught French in a fun and active way with emphasis on talking. As they progress through the school simple writing activities are introduced. We are very fortunate

to have a large number of staff trained throughout the school. We have a planned programme of study from Nursery – Primary 7 and are now able to let most of the children experience the study of French appropriate to their stage.

Scots language is our second language focus and we concentrate on this throughout the month of January, culminating in our Burns competition and celebrations.



Health And Wellbeing

Kirklandpark is a time honoured Gold Award Health Promoting School. Our Health & Wellbeing programme enables our children to make informed decisions in order to improve their mental, emotional, social and physical wellbeing, experience challenge & enjoyment, experience positive aspects of healthy living and activity for themselves, develop a range of skills that will assist them in making appropriate decisions that ensure a healthy lifestyle, foster links between school, home and community so that all are involved in promoting good health. Our health month each May and organised events throughout each session ensures that we give our pupils opportunities to experience all of the above.

Our children carry out two hours of P.E. each week and this can be done in a variety of environments depending on the activity. At times this will take place in the classroom, the gym hall, the dining hall, the playground, the M.U.G.A. and the field. On some occasions the children will complete some activities at the local secondary school, sports centre or swimming pool.

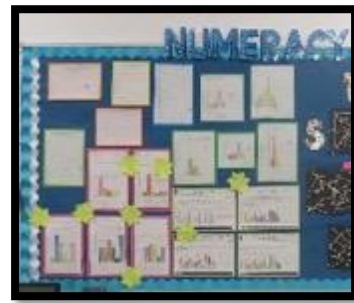




Children completing online health & wellbeing self-assessment questionnaires.

Maths And Numeracy

Our aim is to give our pupils the knowledge, skills and attitudes to enable them to use mathematics in everyday life, whether for domestic, social, recreational reasons or for further study. To do this they must have confidence and it is also helpful if they find mathematics and numeracy an interesting and enjoyable activity. We ensure there is a good balance between the various aspects of mathematics. Our planning is based on curriculum for excellence benchmarks and we use a variety of resources to support this. On a Friday morning the whole school carry out 'Friday Problem Solving,' activities. We use this time to think about how we can use our mathematical knowledge within real life and problem solving contexts. We also have daily oral and mental maths lessons and Mathematics and numeracy is an integral part of our inter-disciplinary learning.



Religious And Moral Education



Preparing for our Nativity



Learning About Diwali



We aim to create an environment in which all of our pupils show mutual respect, tolerance and understanding of fellow pupils. Our chaplain, Rev. Dr Shaw Paterson, minister of Trinity Church attends monthly assemblies and end of term services. The school visits Trinity Church at Harvest and Easter. There is a monthly class assembly and a weekly assembly for P1-7 pupils. We are currently implementing Curriculum for Excellence guidelines in Religious & Moral Education and, through teaching of the programme, ensure the development of our pupils understanding and appreciation of religious concepts.



Science

The most important goal for science education is to stimulate, nurture and sustain the curiosity, wonder and questioning of our pupils. Through teaching of sciences our pupils will investigate their environment by observing, exploring, investigating and recording. Through the programme pupils gain the skills of planning, collecting evidence, recording, presenting, interpreting, evaluating and developing informed attitudes. Our Science Weeks have proved to be very popular with pupils and parents.



Linking Maths and Science through an invertebrate study

Social Studies



This area of the curriculum comprises of people, past events and societies, people, place and environment, people in society and economy and business. These are for the most part incorporated into interdisciplinary study topic work in class. Opportunities for Enterprise Education, sustainability / care for the environment are presented through cross curricular work and the work of our Committees.



Technologies

Technologies value and promote the development of practical skills therefore much of the learning is active and hands-on. Technologies play an integral part in the teaching of interdisciplinary studies. All classrooms have access to internet in class and Wi Fi is available throughout the school. We have one and a half class sets of i-Pads and two class sets of Chromebooks to be used in all classes. We promote the use of games technology in learning and teaching across the curriculum. Our pupils are very skilled in using our digital cameras and flip movie cameras in their everyday class work.

Homework

Our aims are that homework should help to raise achievement, increase motivation and develop skills of self-discipline. The time taken for homework will vary from night to night and will increase as pupils get older. Try to make homework a time when you work together with your child.

We hold a weekly homework club. Children in Primary 6 & 7 can attend during their lunch interval on a Wednesday. This provides time and space for them to complete their homework.



Curriculum For Excellence In Action



Problem Solving



Growth Mindset



Second World War Poetry Writing



Interdisciplinary work based on
'The Boy In The Striped Pyjamas'



Inspired by Picasso

The views of our boys and girls

I enjoy Maths and PE at this school. This is because PE is something different every week and in Maths we are challenged.

Edward Elliott Primary 7 Room 11



A nice thing about all the children here is that we are all very welcoming to the little ones and we all love different things.

Hamish McAuslan Primary 7 Room 11



The teachers expect you to try your best.

Maya Watson Primary 6 Room 9



The class environment is always friendly and good to be around.

Kara Thomas Primary 5 Room 8



The teachers say, 'don't give up and keep trying. It makes me feel confident.'
Brooke Morgan Primary 7 Room 10



The staff and teachers help me learn.
Ava French Primary 6 Room 9



I am proud of doing all of my work by myself.

Eva Cook Primary 3 Room 4



I love having fun and playing with my friends because they are kind to me.

Anna Hood
Primary 3 Room 4

Everyone is so kind and caring. If you need help, someone is always there.

Emily Graham Primary 6 Room 9



I am so proud of my school because everybody supports each other and we like to be kind to everyone.

Eva MacRobert Primary 7 Room 11



People should join our school for many reasons. Firstly, you will gain an amazing education. Secondly, you will gain loyal friends.

Argyle Brennan Primary 7 Room 11



I loved helping at the Eco Committee Christmas Jumper table.

Hope Gilliland Primary 3 Room 4



I enjoy going on school trips. It is a chance to learn in a different way!

Anna Grant Primary 5 Room 7





I like that we mix work and play in our learning. It's learning but also fun.
Isaac Spiers Primary 5 Room

The quotes on the walls reminded me to do my best and persevere.

Logan MacPherson Past Pupil



Everyone at our school is friendly and welcoming.

Kiyah Doak Primary 7 Room 11



I love the after school clubs, especially the arty ones like Origami

Erin Milne Primary 7 Room 11





I like doing our Friday Fitness Walk with the whole school.

Imogen Sheppard Primary 4 Room 6

I like learning at school because we play lots of fun games.

Scott Mathie Past Pupil



Reading is my favourite. We learn strategies to help us to work out tricky words.

Sophie Taylor Primary 2 Room 3



Outdoor learning is fun!
Lewis Rankin Primary 5 Room 7



There are so many opportunities to be responsible. Being a House Captain gives me so much to do around the school I feel it is so valuable to learn.

Krysta Tarnawski Primary 7 Room 10



I like learning about the SHANARRI wheel.
I feel safe at Kirklandpark.

Freya Seatter Primary 7 Room 11



We know that we can count on the teacher
if we need help or if we're feeling down.
They will help us.

Heather Harkness Primary 7 Room 11



Buddying and Buddy Bus Stops in our
playground help us to look out for each
other.

Florence Gillon Primary 6 Room 9



Everyone in school encourages us to work
hard and we have good opportunities and
fun.

Emily Goldsworthy Primary 6 Room 9



I love learning new topics. They teach you
about different things around the world.

Emily Hamilton Primary 7 Room 11

Learning lots about Maths helps us in real life.

Emily Graham Primary 6 Room 9



I loved doing STEM. It's always different and we work together; sometimes with people that we've never worked with before.

Isobel Mellis-Fox Primary 6 Room 9



My teachers help me learn super big numbers.

Amelie Pearson Primary 3 Room 4a



Learning to spell will help me to get a good job when I am a grown-up.

Charlotte Sheppard Primary 2 Room 2



We might not be the biggest school but together we are a family.

Kyle MacFarlane Past Pupil



Spiritual, social, moral and cultural values (religious observance)

Rights of Parents / Carers

Scottish Government Ministers consider that religious observance complements religious education and is an important contribution to pupils' development. It should also have a role in promoting the ethos of a school by bringing pupils together and creating a sense of community.

There is a statutory provision for parents to withdraw children from participation in religious observance. This right of parents' wishes will be respected.

Where a child is withdrawn from religious observance, schools will make suitable arrangements for the child to participate in a worthwhile alternative activity.

Withdrawal from religious observance should be communicated to the Head Teacher in writing.

Parents may request that their children be permitted to be absent in order to celebrate recognised religious events. Advance notice should be provided to the Head Teacher informing when the child / children will be absent. Such requests when granted will be noted as authorised absences on the register.

Integral to this guidance is the principle of mutual respect. The diversity of belief and tradition provides an ideal context in which pupils can learn about, and so learn from, what is important in the lives of themselves and others. South Lanarkshire's guidance recognises and welcomes diversity and promotes respectful understanding.

8) Assessment And Tracking Progress

We want to share with you on how your child's learning is progressing. We do this through the following measures and procedures.



- Our homework programme consists of a range of activities that complement the learning that takes place within the classroom. This enables us to share children's current learning with you and to share areas that are being targeted for consolidation and revision.
- During Parents' Evenings your child's teacher will discuss their progress with you. The teacher will share information gathered through their daily interactions with your child and you will have an opportunity to view your child's completed work.
- You will receive a yearly report that outlines the progress made by your child and it will also identify the next steps for their learning.
- Your child's teacher will contact you out with these time if they have concerns relating to your child's progress. They will share these concerns with you and explain the steps that they have put in place to support your child.
- Children's homework diaries are also used to communicate day-to-day successes as well as behaviour.
- We undertake target setting with our children on a three week cycle. Targets are set on week one and then weeks two and three are spent working towards achieving them. We rotate the targets between Literacy, Numeracy and Health & Wellbeing.

Assessment is an essential part of the learning and teaching process at every stage in Primary School. Continuous assessment, both formal and informal, is ongoing throughout the school to enable staff to assess progress, plan next steps, identify difficulties and to improve programmes of teaching. Through our Assessment for Learning Programme we encourage pupils to participate in the assessment process and provide opportunities for both self and peer assessment.



We assess children's progress in a variety of ways to enable them to demonstrate their learning and understanding in a way that is suitable for them. Wherever possible, this includes personalisation and choice for children. We use teacher's professional judgement combined with formative and summative assessment in order to gather and record evidence of children's learning.

Tracking And Monitoring

Teachers monitor the children's progress and learning on a day-to-day basis through the children's oral, written and practical responses to the classroom teaching.

Our children complete a spotlight jotter during the second week of each term. In order to help to assess and track their progress they complete one piece of Maths work, one piece of Health And Wellbeing work and one piece of creative writing. The children self-assess their work by traffic lighting it and they are also involved in peer assessment. Throughout each lesson the children co-construct

We carry out termly jotter reviews to monitor children's attainment in literacy and numeracy. Each area is assessed twice a year and feedback given to children on their effort and progress.

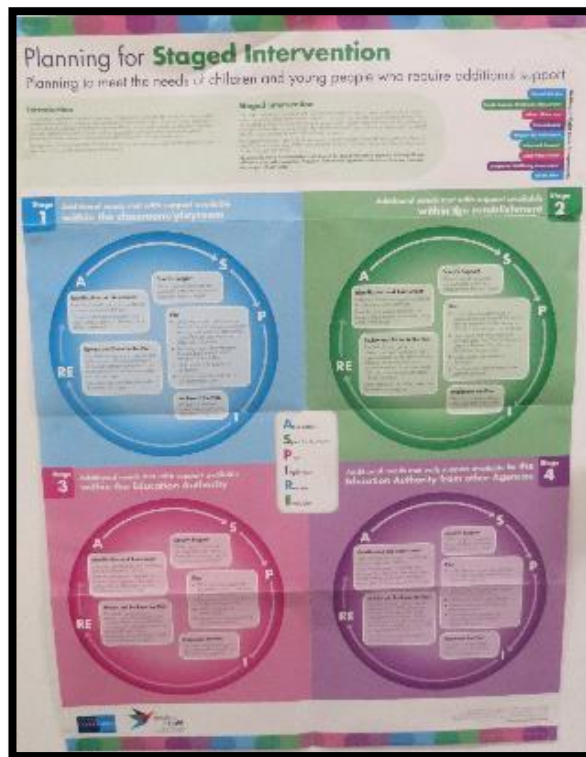
Staff are also involved in moderation activities across the school and within the wider learning community. This enables teachers to share good practice and ensure that consistent standards are in place across and beyond the school setting.

As part of our wider tracking and monitoring procedures we record children's extra-curricular participation in school and non-school based activities. We try to ensure that children have opportunities to participate in a range of extra-curricular activities and regularly seek their opinions on what they would like to see offered by the school.

Throughout the year we also use diagnostic assessments across all stages. These supplement observations made by staff and consolidate the teacher's professional opinion.

SNSAs (Scottish National Standardised Assessments) will be undertaken by children in Primary 1, 4 and 7 to assess attainment at early, first and second level of Curriculum For Excellence. The assessments, as outlined by the Scottish Government, will help teachers to inform their judgements on whether a child has achieved the CfE level relevant to their stage. Assessments are carried out online and cover reading, writing and numeracy.

Children with additional support needs are planned for using the South Lanarkshire Council Additional Support For Learning Framework and through multi-level partnership working we follow a staged intervention process. Where specific individualised targets are identified for a child, an additional support plan will be put in place. This is evaluated on a termly basis with targets being updated as appropriate.



In June each year, we provide parents and carers will a full report of children's progress. This report includes information relating to the Curriculum For Excellence level that the child is working within.

9) Reporting

Reporting will be ongoing and comprise of a range of activities which can include children presenting their learning, newsletters, and ongoing oral discussions.

We will provide parents with reports so that you can see what your child is doing and how they are progressing. In addition, there will be parents' meetings which offer you the opportunity to discuss how your child is progressing and how you can contact the school if you wish further information. The school will offer you an appointment time so that you can visit in person to discuss your child's education.



Our 'learner reports' will help you to get to know more about the curriculum which each child follows and will describe their strengths, achievements and areas for development so you know what encouragement and support you can give.

We welcome any comments or additional information from parents to help us provide the best possible education for your child.

Prior to each Parents' Evening the children also complete postcards, signposting areas of work that they would like their parent / carer to pay particular attention to. There is also an opportunity for parents and carers to leave some written feedback for their child. The children enjoy reading these on their return to school following the parents' evening.

10) Enrolment And Transitions

Primary 1 Placements

Registration for children due to start Primary 1 in August is due to take place at the beginning of January. This is an online process and this year it commences on the week beginning Monday 6th January 2025. Children eligible to start school will be five years old between 1st March 2020 of and the 28th February 2021. If we are your catchment school, we will contact you between Monday 13 to Friday 17 January 2025 to confirm your enrolment.

To register your child for school you should complete the SLC online registration form. This can be done using the South Lanarkshire website.

www.southlanarkshire.gov.uk/info/200186/primary_school_information/392/enrolling_your_child_for_school

If you have any difficulty in identifying your catchment school, please email Edsuppserv.helpline@southlanarkshire.gov.uk

The online registration form will ask you to provide each child's full birth certificate and two pieces of recent official documentation both containing your permanent home address for example a utility bill, council tax statement, housing rent card, child benefit documentation.

Proof of where the child lives may also be needed.

If you wish your child to defer their start to primary school you should still register at the school but you should let both the school and your child's Nursery know of your wishes in order that the correct procedures can be put in place to explore this further.

Occasionally parents wish for their child to have an early entry into Primary 1. Parents wishing to apply for this should speak to their child's Nursery to enable the appropriate paperwork and application to be made to South Lanarkshire Council.

If you would like your child to attend Kirklandpark Primary but you do not live within our catchment area you can make a placing request to South Lanarkshire Council. You still need to register at your catchment school but a placing request can be made using the online application from on the South Lanarkshire Council website.

The opposite applies if you live within our catchment area but would like your child to attend a different primary school. Placing request forms can be obtained from the South Lanarkshire Council website, www.southlanarkshire.gov.uk.

Children in Primary 1 start school on a full time basis on Thursday 14th August 2025.



Transition Programme

We work in close collaboration with our Nursery Class and feeder nurseries to deliver a transition programme to support children moving from nursery into Primary 1. All children registered to start Primary 1 in August 2022 will be invited to join their classmates on four occasions to get to know each other and their new teacher. We also hold an induction afternoon where they meet the Primary 7 pupil who will act as their buddy when they start school. This also provides an opportunity for parents to see the school and have any questions or concerns about starting school answered.

Placing Requests

Normally children attend the school in their catchment area. However, there are times when parents may wish their children to go to other schools. If you wish your child to go to another school, then you may make what is known as a 'placing request'. If you live in South Lanarkshire and decide to submit a 'placing request', we are unable to reserve a place in your catchment school until the Council have made a decision on the 'placing request'. Please note if your 'placing request' application is unsuccessful and all places at your catchment school are filled you will be offered a place at the next nearest appropriate South Lanarkshire School.

Please note that if an application for a 'placing request' is successful then school transport is not provided.

If you move outwith your catchment primary school a 'request to remain form' must be completed. If you move outwith your catchment primary, this may affect your right to transfer to the associated Secondary School. Please note the secondary school is determined by the pupil's permanent home address and chosen denomination. If you require further information, please contact Education Support Services on edsupportserv.help@southlanarkshire.gov.uk or **0303 123 1023**.



Change Of School And Transfers During The School Year

Families moving into our catchment area during the school year should contact the school or SLC Support Services for information relating to the availability of places.

Two proofs of residency and your child's birth certificate are needed for registration purposes.

We are always delighted to show new families around our school. Please contact our school office to arrange an appointment if you would like to have a look around and to hear a bit more about us.



Transition From Primary To Secondary School

Pupils normally transfer from primary to secondary school between the ages of 11½ and 12½, so that they will have the opportunity to complete at least 4 years of secondary education. Arrangements are made by the school to transfer children to the associated secondary school as determined by their home address. Parents of P7 children will be informed of the transfer arrangements made for their child to attend secondary school.

We will also provide you with information at this time on events designed to support P7 children before they move on to secondary school.

Associated Secondary



Strathaven Academy, Bowling Green Road, Strathaven, ML10 6DP

Phone number: 01357 524040

Pupils normally transfer from primary to secondary school between the ages of 11½ and 12½, so that they will have the opportunity to complete at least 4 years of secondary education. Arrangements are made by the school to transfer children to the associated secondary school as determined by their home address. Parents of P7 children will be informed of the transfer arrangements made for their child to attend secondary school.

We will also provide you with information at this time on events designed to support P7 children before they move on to secondary school.

11) Support for Pupils

Getting it right for Every Child

Getting it Right for Every Child (GIRFEC) supports families by making sure children and young people can receive the right help, at the right time, from the right people. The aim is to help them to grow up feeling loved, safe and respected so that they can realise their full potential.

Most children and young people get all the help and support they need from their parent(s), wider family and community but sometimes, perhaps unexpectedly, they may need a bit of extra help. GIRFEC is a way for families to work in partnership with people who can support them, such as teachers.

If you have any concerns you can speak to the named Person who will work with you to provide support and decide how to move forward. Your school will let you know who this is. It is likely to be the Head Teacher in a primary school and a principal teacher (pupil support) in a secondary school.

More information can be found on:

www.scotland.gov.uk/gettingitright



Support for All (Additional Support Needs)

The class teacher is responsible for planning and providing appropriate differentiated work for all pupils of all abilities in the class.

However, there are times when extra support is required. A need for additional support can arise for a range of reasons. Examples of factors which may give rise to a need for additional support includes when a child:

- is being bullied
- has sensory or motor impairments
- is an interrupted learner
- has a learning disability
- has a learning difficulty such as dyslexia
- is on the child protection register
- is a young carer
- has English as an additional language
- is a more able learner
- is affected by ill health
- has significant emotional or social needs

The above is not a definitive list but serves to indicate the broad range of additional support needs.

The need for additional support arising from such factors may be short or long term depending on the particular circumstances of the individual child or young person. The same factor(s) may affect children and young people in different ways. For some the effects may be significant, for others minimal and may not give rise to additional support needs.

In most cases the need for additional support is highlighted to the Head Teacher during Learning Plan and Attainment discussions and an initial referral, together with Stage Intervention documentation for support will be completed, indicating how the class teacher has supported the child in class. Discussion is undertaken to plan how best to further support the class teacher in meeting the child's needs using specialist resources.

Some children require an Additional Support Plan (ASP) to monitor and support their progress and these are devised by the class teacher and shared regularly with parents. ASPs are overseen by the Head Teacher in accordance with South Lanarkshire Council's Staged Intervention Procedures.

If a child requires significant additional support from South Lanarkshire Council and at least one other agency, in order to meet their educational needs a Coordinated Support Plan will be put in place (CSP) under the direction of The Inclusive Education Manager. At this time there are no CSPs in place within Kirklandpark Primary.

There is some support available to the school from the Learning Community Extended Team for children requiring further support and assessment. In Kirklandpark this service is provided by specialist support teacher, Miss Elaine Buchanan.

Psychological Services: Following discussion with parents, some children may be referred to an Educational Psychologist. Mrs Julie Kiddie works within Kirklandpark Primary, on a consultation basis.

Parents will be informed if the school feels their child requires additional support for learning. However, any parent who has concerns at any time about their child's learning and progress should contact Mrs Laing, Head Teacher.

South Lanarkshire Education Resources have published a series of leaflets available which cover information for parents and carers about the Additional Support for Learning Acts. These are available through the school or on the South Lanarkshire Council website www.southlanarkshire.gov.uk

Enquire is funded by the Scottish Government to provide information on the framework for supporting children who require additional support for learning and to encourage positive partnerships between families, schools and local authorities to ensure children get the right support.

Enquire – the Scottish advice service for additional support for learning

Enquire offers independent, confidential advice and information on additional support for learning through:

Phone Helpline: 0345 123 2303

Address: Enquire
Children In Scotland
Rosebery House
9 Haymarket Terrace
Edinburgh
EH12 5EZ

Email Enquiry Service: info@enquire.org.uk

Advice and information is also available at www.enquire.org.uk

Enquire provides a range of clear and easy-to-read guides and fact sheets including The parents' guide to additional support for learning.

Attachment Strategy For Education Resources

Attachment – what we do to support children and young people

South Lanarkshire Council Education Resources is committed to improving outcomes for children and young people by creating emotionally supportive learning experiences in our nurseries and schools.

The Education Resources Attachment Strategy supports the action in the 'Getting it Right for Every Child in South Lanarkshire's Children Services Plan 2021-23', following the launch of the Attachment Strategy in 2020, to provide staff training in Attachment and Trauma based practice.

What does it set out to do?

The aim of the strategy is to promote better experiences of attachment for South Lanarkshire's children and young people and to ensure that all education practitioners understand the importance of attachment and its application and how positive relationships can make a difference to outcomes.

How can I find out more?

South Lanarkshire Council Education Resources have published a series of leaflets and posters for establishments and for parents / carers which aim to share information on attachment theory and on how this can inform the ways in which we support children and young people.

12) School Improvement

Copies of the School Improvement Plan can be obtained from the school office and it is also available on our school website. An overview of our improvement priorities can be seen on the display in the corridor adjacent to the school office.

Our Standards And Quality Report highlights the school's main achievements over the last 12 months.

These include:

- *Closing the attainment gap between the most and least disadvantaged and advantaged children.*
- *Improved attainment in reading and numeracy.*
- *Continued engagement with the Nurturing Schools Network and the provision of a Nurture facility within our school.*
- *Revisit and update approaches to aifl with a specific focus on feedback.*
- *Revisit approaches to Mental Maths.*
- *Adapt Health & Wellbeing programme to provide specific focus on Mental Health in weekly lessons throughout academic session.*
- *Embark on the Hi5 Award Scheme to encourage children to develop a new skill, leading to increased self-confidence and opportunities to celebrate and share success.*

Parents are updated on the school's improvement priorities through regular newsletters and their views sought through effective consultation procedures including questionnaires and participating on working groups. We also liaise closely with our Parent Council on our improvement priorities.

We have carried over some targets that we were unable to meet during the lockdown earlier in the year. These will be completed during the remainder of this session.

- *Continue to refine our whole school approaches towards the planning, implementation and assessment of writing to ensure clear progression, depth and range of skills development. Include handwriting for Primaries 1-7 within programme.*
- *To further embed nurture principles by undertaking whole school 'Do-Be-Mindful' training, including the philosophy and activities within our pedagogy.*
- *Raising attainment in numeracy by extending and expanding provision within our early years stages.*
- *Further develop knowledge and understanding of UNCRC and its related articles.*
- *Further develop consistency in approaches to maths and numeracy pedagogy and maths recovery.*
- *Update planning, assessment and tracking materials to move to digital formats.*
- *Update approaches to handwriting teaching and learning.*
- *Update approaches and programmes for the development of children's spelling skills.*

Pupil Equity Funding (P.E.F.)

Pupil Equity Funding is allocated to schools by the Scottish Government to help close the attainment gap between the least and most affluent children. PEF is devolved to schools according to the number of children in receipt of income related free meals.

In particular, it is there to help the school to support children who experience barriers to learning and who might be falling behind or not getting the same chances in their education because their family is experiencing poverty or other financial difficulties. This money is given to schools as part of the Scottish Government's Scottish Attainment Challenge.

Our PEF target group account for 16.5% of our school population.

This session, our focus relates to supporting the children within this group to engage with learning. We are concentrating on boosting children's confidence in themselves as learners and working to support their attainment in Literacy and Numeracy.

We have targeted our Primary 6 stage, working with Clyde In The Classroom, to engage and motivate children within our PEF group through outdoor learning and IDL.

We are promoting the engagement of extra-curricular activities to promote positive attitudes towards school and improve attendance and punctuation. All clubs and activities are cost free to ensure that all children can participate. We are also seeking to enhance our playtime / playground equipment and toys to provide the children to play with a range of toys independently and cooperatively with others.

Using targeted assessments we track and monitor children's progression in learning. These are used to support teacher professional judgement and to assist in planning the next steps in children's learning. These assessments target Literacy and Numeracy, however we also utilise Health & Wellbeing assessments to enable children to share their feelings about themselves, school and learning. These assessments then enable teachers to work with the children to help support them in areas where they are less confident, therefore contributing to improvements in their Literacy and Numeracy attainment.

Online games are used to consolidate children's learning in literacy and Numeracy. These provide additional practice and revision to support progression in learning.

To support raising attainment in Literacy and closing the attainment gap we are undertaking 'Catch Up Literacy' training. This programme works to close the attainment gap of children who have experienced difficulties with Literacy and those who have gaps in their knowledge.

Increasing our resources for children who experience difficulties in reading is intended to provide a wider range of age-appropriate materials that can be accessed by children within our PEF group. Resources will provide opportunities for further consolidation whilst engaging children's interest.

We are also seeking to support families by using our Participatory Budgeting component of our PEF allocation to subsidise school trips and outings.

13) School policies and practical information

Nursery

All children attending a local authority nursery will be provided with a free lunch. In addition, if your child attends long mornings or afternoons e.g., over 4 hours 30 minutes they will be provided with a 'brunch' or 'afternoon tea'.

Nursery lunches and snacks are based on nutritional requirements from the NHS "Setting the Table" guidance.

Nursery age children will also receive milk and a healthy snack free of charge under the Milk and Healthy Snack scheme 2021. This will be provided by the establishment.

Primary Pupils

Healthy eating is something that the school supports and a range of meals are available at lunchtime that meet the Nutritional Requirements for Food and Drink in Schools (Scotland) Regulations 2020.

All primary schools offer a breakfast provision. Within our school we have a 'Toast And Go' service with children being able to access toast on arrival at school each morning.

For their lunch each day pupils have the option to choose from four meal options everyday. These are all served with vegetables or side salad. All **meals** also come with fresh chilled drinking water, salad, seasonal fruit and depending on the day - soup or a dessert.

Milk will be available for those pupils entitled to free school meals through the free school meal eligibility scheme at morning break or lunchtime. Milk is also available for purchase to those pupils wishing to buy at morning break and lunchtime. The children also have access to unlimited bread, salad and vegetables to supplement their meal.

Pupils in:

Primary 1-5 receive a free school lunch.

Primary 6-7 meal cost is £2.17.



School lunches and milk can be paid for through your Parentpay account or Paypoint facilities in local shops.

School meal prices are reviewed annually and may be subject to change.

Adapted Diets

If your child within Nursery, Primary or Secondary requires a special diet for medical reasons, please speak to the school / nursery office who will provide the request form for you to complete. In addition, if you have a cultural diet request for your child, please speak to the school / nursery office who will provide you with a request form.

Free School Meals

Children of parents who receive the following benefits are entitled to a free lunchtime meal for their child

- Income Support, Universal Credit (where your take home pay is less than £796 per month), Job Seeker's Allowance (income based), Employment and Support Allowance (income related), Working Tax Credit and Child Tax Credit (where your gross annual income does not exceed £9552 as assessed by the HM Revenues and Customs), Child Tax Credit Only (where your gross annual income does not exceed £19995 as assessed by the HM Revenues and Customs) or receive support under Part VI of the Immigration and Asylum Act 1999.

If you are in receipt of Housing Benefit and / or Council Tax Reduction from us there is no need for you to apply online, we will use the information we hold to automatically award free school meals (P6 to S6) and / or school clothing grants (P1- S6) to eligible families.

We would encourage parents of children who are in receipt of any of the above benefits to take up this opportunity of having a meal provided for their child when they are at school. Arrangements are in place to ensure anonymity is protected of children who receive free meals and we encourage all children to remain in school at lunch time.

School uniform

We ask all parents/carers to support the school by encouraging your child(ren) to adhere to the agreed dress code and the wearing of our school uniform. The wearing of a school uniform helps promote the identity of the school in the local community and helps create an ethos of sharing and pride in the school.

In addition, the wearing of a uniform helps towards increasing the protection of all pupils. The wearing of a uniform helps staff and the pupils to distinguish between who belongs to the school and those who may be visitors. This enables staff to maintain a safe environment for pupils, teachers and support staff alike.

Equality of opportunity is an important aspect of the life of the school. Any proposals on the dress code and on what constitutes the school uniform will be the subject of discussion with the Parent Council and where appropriate consultation with parents, pupils and staff.

There are forms of dress which are unacceptable in all schools such as:

- the wearing of football colours
- clothing with slogans that may cause offence (anti-religious, symbolism or political slogans)
- clothing which advertises alcohol, tobacco or drugs
- clothing which can be deemed unsuitable in terms of health and safety grounds such as shell suits, combat style clothing, dangling earrings, loose fitting clothes particularly in practical classes
- articles of clothing that could be deemed to inflict damage on other pupils or be used by others to do so
- footwear that may damage flooring.

Kirklandpark Primary Uniform:



Blue shirt and tie
Grey jumper with or without Kirklandpark logo
Grey trousers, skirt or pinafore
Blazer with Kirklandpark badge

Gym Kit

Blue polo shirt (with or without Kirklandpark logo)
Grey sweatshirt (with or without Kirklandpark logo)
Grey trousers / skirt

Children are expected to wear their shirt and ties with their skirt / trousers on most days. On gym days children can wear their grey sweatshirt and blue polo shirt.

For special occasions, we expect pupils to wear their blue shirt/blouse and tie with grey trousers/skirt.



For P.E: Gym shoes
Black or blue shorts
Blue or white polo shirt/ t-shirt (with short sleeves)

Please note that shorts should be of an appropriate length and t-shirts should have capped or short sleeves.

Ties are available from the school office. Other items of uniform can be purchased through the Tesco website, Border Embroideries or Scotcrest.

<https://www.tesco.com/direct/kirklandpark-primary-school/8838.school>

<https://www.border-embroideries.co.uk/>

<https://scotcrestschoools.co.uk/>

To protect our carpeted areas in the school we require that all pupils wear gym shoes inside the school building.

Please label all children's clothing clearly.

Allergies

Many children in our schools have allergies, and it is crucial for parents to keep the school informed about these conditions.

Health Care Plans

- Allergies can manifest at any time with symptoms ranging from mild to severe.
- Children with moderate to severe allergies often have a Health Care Plan from the NHS, detailing symptoms and interventions.
- Parents must share this plan with the school and provide updates as necessary.

Mild Symptoms

- Even without a Health Care Plan, parents should regularly update the school on any new triggers, medications, or actions required.

Employee Training

- School staff need to know your child's symptoms, treatments, and actions required to prevent exposure and minimise the risk of reactions.
- Employees receive training on allergies and will consult with parents and the NHS for any additional specialist training needed.

Policy Adherence

- In supporting children and young people with allergies, school staff will follow South Lanarkshire Council's Safe Systems of Work, risk assessment process, and national guidance on the administration of medicines.

Support for parent/carers

Clothing grant

In certain circumstances the Council provides support to parents/carers for the purchase of school wear. This also now includes nursery children aged 3 and 4 years old.

Applications can be made online at www.southlanarkshire.gov.uk. If you are required to submit evidence of your Tax Credit income or your Universal Credit Statement, it is important that all

pages of this evidence are submitted with your online application. Should you require further information of you are unable to submit an application online then please contact the helpline number 0303 123 1011 (option 5).

Transport

South Lanarkshire Council's mainstream school transport policy provides transport for primary school pupils who live one mile or more from their catchment primary school by the shortest safe walking route.

The calculation on the measurement of distance from home to school is measured using a Geographical Information System (GIS), which is used for all measurements to ensure that Council Policy is consistently applied across the Authority.

More details on school transport can be found at the following link including the online application form:

https://www.southlanarkshire.gov.uk/info/200186/primary_school_information/545/school_transport

If you consider your child to be eligible you should complete the online application form. Forms should be submitted before the end of March for those pupils starting school in August to enable the appropriate arrangements to be made.

A privilege transport scheme is operated on mainstream school contracts where a pupil is not entitled to free school transport. Privilege Transport will only be provided where there is a space on an existing school contract and will be from and to designated pick-up and drop-off points. It will not be provided where a service bus is used on the school run. Any spare capacity will be allocated using agreed priorities.

A new application must be made each year.

More details on Privilege school transport may be found here:

https://www.southlanarkshire.gov.uk/info/200186/primary_school_information/784/privilege_transport_to_school



Pick-up points

Where school transport is provided it may be necessary for pupils to walk a certain distance to the vehicle pick-up point. Walking distance in total, including the distance from home to the pick-up point and from the drop-off point to the school in any one direction, will not exceed the authority's distance limit for school transport.

It should be noted that it is the parent's responsibility to ensure their child behaves in a safe and acceptable manner while travelling in and alighting from the vehicle. Misbehaviour can result in your child losing the right to school transport.

Parents are asked to note that South Lanarkshire Council does not provide transport for those pupils who attend school via a placing request.

Mainstream School Transport contact details:

e-mail: school_transport@southlanarkshire.gov.uk

tel: 0303 123 1023



School Hours

School hours	9.00am - 3.00pm
Interval	10.30am - 10.45am
Lunch	Primaries 1 - 3: 12.15pm - 1.00pm
	Primaries 4 - 7: 12.30pm - 1.15pm



Nursery Class

Our Nursery has provision for thirty two pre-school children.

Our sessions run from 9.00am - 3.00pm

Applications for enrolling are available via the South Lanarkshire Council website or from our school office.

Parents from any area may apply to attend the nursery class, however this does not mean that children automatically transfer into the school for their primary education.

After / Pre School Care

In September 1997, Kirklandpark After School Club (KASC) was set up. Any pupils attending Kirklandpark who wish to attend are welcome to join. The children are looked after in a safe, attractive environment from 8am-9am and from 3pm-6pm. Play leaders organise activities suitable for all ages of children.

Although completely independent of the school, K.A.S.C. has proved to be a great help to working parents who can have peace of mind, knowing that their children are well looked after.

Details of cost etc. can be obtained from:

07792 032997



Insurance for Pupils' Personal Effects

South Lanarkshire Council has noted an increase in claims for loss or damage to pupils' clothing and personal effects. Please be aware of the Council's insurance policy regarding pupils' personal items:

Theft/Loss of Personal Effects

- The Council is not responsible for the loss or theft of pupils' personal items, such as mobile phones or tablets. These items are brought to school at the pupil's and parents' own risk.
- To prevent loss, please avoid bringing valuable or unnecessarily expensive items to school.
- Staff members are instructed not to take custody of any personal items.
- This policy also applies to musical instruments and other equipment used for school activities. If such items are left at school, it is at the pupil's and parents' own risk.
- For valuable items like musical instruments, parents should ensure they are covered by their own household insurance.

Damage to Clothing

- The Council is only liable for damage to pupils' clothing if it is caused by the negligence of the Council or its employees. Claims for other reasons will not be accepted by the Council's insurers.

Promoting Positive Behaviour

It is the responsibility of staff within the school to ensure that parent council members, parents and pupils are involved in the creation of a positive school ethos that encourages good behaviour. Equally, the school whilst trying to promote positive behaviour must support young people should incidents or bullying occur. Parents have a significant role to play in working with the school so that teachers, parents and pupils know what is expected of them in trying to change the behaviour and attitudes that contribute to bullying behaviour.

Our approach is to create an environment where better behaviour will encourage better learning. The school, along with the support of parents, can work together to create a learning environment which young people can enjoy and feel safe.

Incidents of bullying should be reported to the school immediately so that each alleged incident can be looked at. Together we can work towards creating a safer school for children and staff.

In addition, a guideline (Management of Challenging Behaviour) has been produced to support all teaching and support staff and inform them of their roles and responsibilities in respect of dealing with the small number of children and young people who display challenging behaviour. Early identification is crucial so that intervention can be provided to support children and young people to help them address their issues and concerns. Staff training is provided to help develop the skills needed to respond to and manage challenging behaviour. A wide range of appropriate staff development opportunities has been developed for this purpose.



Child Protection

All staff in educational establishments in South Lanarkshire Council receive an annual Child Protection update and are required to follow the advice and guidance contained within relevant Education Operating Procedures. They must also complete a mandatory Learn on Line Course "Child Protection in Education".

South Lanarkshire's children's services partnership works together to support children, young people and their families so that children grow up in communities where they are safe, healthy, active, achieving, respected, responsible and included, and have the opportunity to achieve their full potential. They are committed to continuously improve our services to ensure children, young people and their families get the right support at the right time.

Sometimes children and young people need additional help to make sure that they are "*cared for and protected from abuse and harm in a safe environment in which their rights are respected*" (CPC South Lanarkshire Child Protection shared vision). The Child Protection Committee has the overarching responsibility to ensure that agencies individually and collectively work to protect children and young people as effectively as possible.

All staff have a responsibility to report any suspicions that a child has been abused or is at risk of harm, abuse, or neglect. Robust procedures and guidance are in place to support education staff to:

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- be alert to signs that a child may be experiencing risks to their wellbeing,
- report concerns to the head of establishment or the child protection coordinator without delay.
- be actively engaged in support and protection and development of wellbeing.

If you would like more information, or have a concern of a child protection nature, please contact the head of the educational establishment which your child attends.

The Child Protection Committee's website has a range of useful information for parents to keep them keep their children safe. www.childprotectionsouthlanarkshire.org.uk

14) General Data Protection Regulation as supplemented by the Data Protection Act 2018 (GDPR)

Information on pupils, parents and guardians is held by the school to enable the teaching, registration and assessment of pupils as well as associated administrative duties. The information is stored and used as per the requirements of the GDPR, with South Lanarkshire Council defined

as the data controller. The Council have established a data protection policy that applies to all of its school.

Education Resources has also prepared a privacy notice (below) which sets out how we will deal with personal information as part of our statutory function as an education authority. For more information please contact the school.

Privacy Notice

Introduction

In line with the General Data Protection Regulation (GDPR) we have produced this privacy notice to inform you how we deal with personal information as part of our statutory function as an education authority.

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

Using your personal information

The Council is a “controller” of the personal information you provide when enrolling for a nursery or school, applying for an education service or participating in groups or activities provided by Education Resources.

Information we collect from you about you and your child at enrolment

When you enrol for a nursery or school, we ask for the following information:

- parent/carer contact details (name, address, phone, email);
- the child’s name, date of birth, gender and address;
- information about medical conditions, additional support needs, religion and ethnicity;
- any information you may wish to provide about family circumstances.

Information we collect at other times

We will also collect information at other times such as when you apply for a benefit, request a services or other support. We will provide an additional privacy notice at these times.

- If you apply for an education service or benefit, such as school transport, free school meals, clothing grant, placing request or EMA, we will also ask for personal information as set out above. We will also ask for information about your income for education benefits applications.
- If you make a request for additional support such as an educational psychologist or other support for learning we will ask for more detailed information to allow us to provide the most appropriate support for your family. This may include information about family circumstances or medical conditions.
- If there are concerns about your child’s wellbeing and/or your child has needs that may require additional support, we will wish to work with you to collect and consider information to enable us to help you get the right support at the right time in line with the Getting it right for every child approach.

We require this information to ensure that children and young people are educated appropriately, supported, and that we take account of their health and wellbeing. We will also ask you to update this information annually and to tell us when there are changes to your details.

Information that we collect from other sources

As an education authority and as part of our statutory function in accordance with our legal obligations, we receive information from other sources such as the SQA, the NHS or Social Work about you or your child, this includes:

- exam results and assessment information;
- information about health, wellbeing or child protection.

Why do we need this information?

We need this information so the Council can ensure it is delivering education services appropriately to all learners:

- for the education of children, young people and adult learners;
- for teaching, enrolment and assessment purposes and to monitor the educational progress of children, young people and adult learners ;
- to keep children and young people safe and provide guidance services in school;
- to identify where additional support is needed to help children, young people and adult learners with their learning;
- to maintain records of attendance, absence and behaviour of children and young people (including exclusions);
- to support children and young people moving on each year from nursery to primary, primary to secondary and when they move or leave school;
- to help us develop and improve education services provided for young people, adult learners or families
- In accordance with our legitimate interests as an education authority we will also use your information to create statistical reports.

We will share your information with:

As an education authority and as part of our statutory function in accordance with our legal obligations we will share information with other bodies or parts of the Council, including:

- The Scottish Government and bodies such as Education Scotland, Scottish Qualifications Authority, Skills Development Scotland and other organisations that support children and young people's learning;
- Other parts of the Council when required for services such as school meals, school transport, education benefits and with Social work in connection with any child protection concerns we become aware of;
- The NHS, to support health initiatives in accordance with the legal obligation on the Council in terms of section 39(3) of the National Health Service (Scotland Act 1978);
- South Lanarkshire Leisure and Culture Limited, where children and young people are participating in sports and leisure activities;
- Other schools/local authorities – if a child moves or transfers to another school the Council has an obligation to pass on information with regards to pupil records to the new school/local authority.

You have the right to access your personal information as well as the rights of rectification, erasure, restriction and the right to object. For information on these rights and how to exercise them or for information about how we manage your personal information, you can get a copy of our full privacy notice from our website:

(https://www.southlanarkshire.gov.uk/info/200235/meta/1730/general_privacy).

Our full privacy notice will also provide information on how to make a complaint or to request a paper copy of the privacy notice from the Data Protection Officer.

The Freedom of Information (Scotland) Act 2002

The Freedom of Information (Scotland) Act 2002 came into force on 1 January 2005 and gives a person the right to request information held by Scottish public authorities.

The act refers to information held in a 'recordable' format and relates to information held within documents, not the documents themselves.

Parents wishing to make a request for information under the terms of the Freedom of Information (Scotland) Act 2002 should submit their request in writing to:

Freedom of Information Officer
Education Resources
South Lanarkshire Council
Council Offices, Almada Street,
Hamilton, ML3 0AA

Or email: foi.request@southlanarkshire.gov.uk

Requests for information can also be submitted using the online form available from the South Lanarkshire Council website (Request it section) (www.southlanarkshire.gov.uk)

Appendix A

For a comprehensive list of useful information, please visit the Council's website:

http://www.southlanarkshire.gov.uk/info/200186/primary_school_information/1264/curriculum_for_excellence/3

Additional Information

- **Education Scotland's Communication Toolkit:** A resource for engaging with parents.
- **The Scottish Government Guide Principles of Inclusive Communications:**
Offers information on communications and a self-assessment tool for public authorities.
- **Choosing a School: A Guide for Parents:**
Provides information on choosing a school and the placing request system.
- **A Guide for Parents About School Attendance:**
Explains parental responsibilities regarding children's attendance at school.

Parental Involvement

Guidance on the Scottish Schools (Parental Involvement) Act 2006 provides guidance on the act for education authorities, Parent Councils, and others.

Parentzone provide information and resource for parents and Parent Councils
National Parent Forum for Scotland; www.npfs.org.uk

School Ethos

Supporting Learners - guidance on the identification, planning and provision of support.

Journey to Excellence - provides guidance and advice about culture and ethos.

Health and wellbeing guidance on healthy living for local authorities and schools.

Building Curriculum for Excellence Through Positive Behaviour and Relationships outlines the Scottish Government's priority actions around positive behaviour in schools and is also a source of support.

Scottish Catholic Education Service's resource 'This is Our Faith' which supports the teaching and learning of Catholic religious education.

Curriculum

Information about how the curriculum is structured and curriculum planning.

Information about the outcomes a learner can expect to experience and achieve across literacy, numeracy and health and wellbeing, as well as the 8 curricular areas.

Advice, practice, and resources to support the experiences and outcomes on literary, numeracy and health and wellbeing.

Broad General Education in the Secondary School – A Guide for Parents and Carers

Information on the Senior Phase

Information on Skills for learning, life, and work

Information around the Scottish Government's 'Opportunities for All' programme

Information for organisations responsible for the planning, management and delivery of career information, advice, and guidance services

The Skills Development Scotland website 'My World of Work' offers a number of tools to support career planning.

Assessment and Reporting

Building the Curriculum 5: a framework for assessment provides guidance around the assessment framework.

Information about Curriculum for Excellence levels and how progress is assessed.

Curriculum for Excellence factfile - Assessment and qualifications.

Information on recognising achievement, reporting, and profiling.

The Scottish National Standardised Assessment- in Scotland, pupils in P1, P4, P7 and S3 complete online standardised assessments in literacy and numeracy as part of their everyday learning and teaching.

Transitions

Curriculum for Excellence factfile - 3-18 Transitions - provides information on the transitions children and young people will face throughout their education and beyond.

Career Information, Advice and Guidance in Scotland - A Framework for Service Redesign and Improvement provides guidance on career information, advice, and guidance strategy.

Choices and changes provides information about choices made at various stages of learning.

The Additional support for learning page provides links to relevant legislation and guidance, including the arrangements that should be in place to support pupils with additional support needs.

Supporting Children's Learning Code of Practice includes specific requirements on education authorities and others under the new legislation in relation to transition.

Enquire is the Scottish advice service for additional support for learning.

Parenting Across Scotland offers support to children and families in Scotland.

Support for Pupils

The Additional support for learning page provides links to relevant legislation and guidance, including the arrangements that should be in place to support pupils with additional support needs.

Information about the universal entitlement to support that underpins Curriculum for Excellence.

Supporting Children's Learning Code of Practice (Revised edition) - provides Statutory guidance relating to the Education (Additional Support for Learning) (Scotland) Act 2004 as amended.

Getting It Right for Every Child and Young Person, is essential reading for anyone involved or working with children and young people, including practitioners working in adult services with parents and carers.

School Improvement

Scottish Schools Online - provides a range of school information, including contact details, school roll, facilities, website, inspection reports.

Education Scotland's Inspection and review page provides information on the inspection process.

Scottish Credit and Qualifications Framework (SCQF).

Scottish Qualifications Authority provides information for teachers, parents, employers, and young people on qualifications.

Amazing Things - information about youth awards in Scotland.

Information on how to access statistics relating to School Education.

School Policies and Practical Information

Schools and local authorities should consider the most relevant school, local and national policies and include details or links for parents to sources of further information.

National policies, information and guidance can be accessed from the **Scottish Government website** on www.gov.scot with an update on school inspection outcomes being available via the **Education Scotland website**.