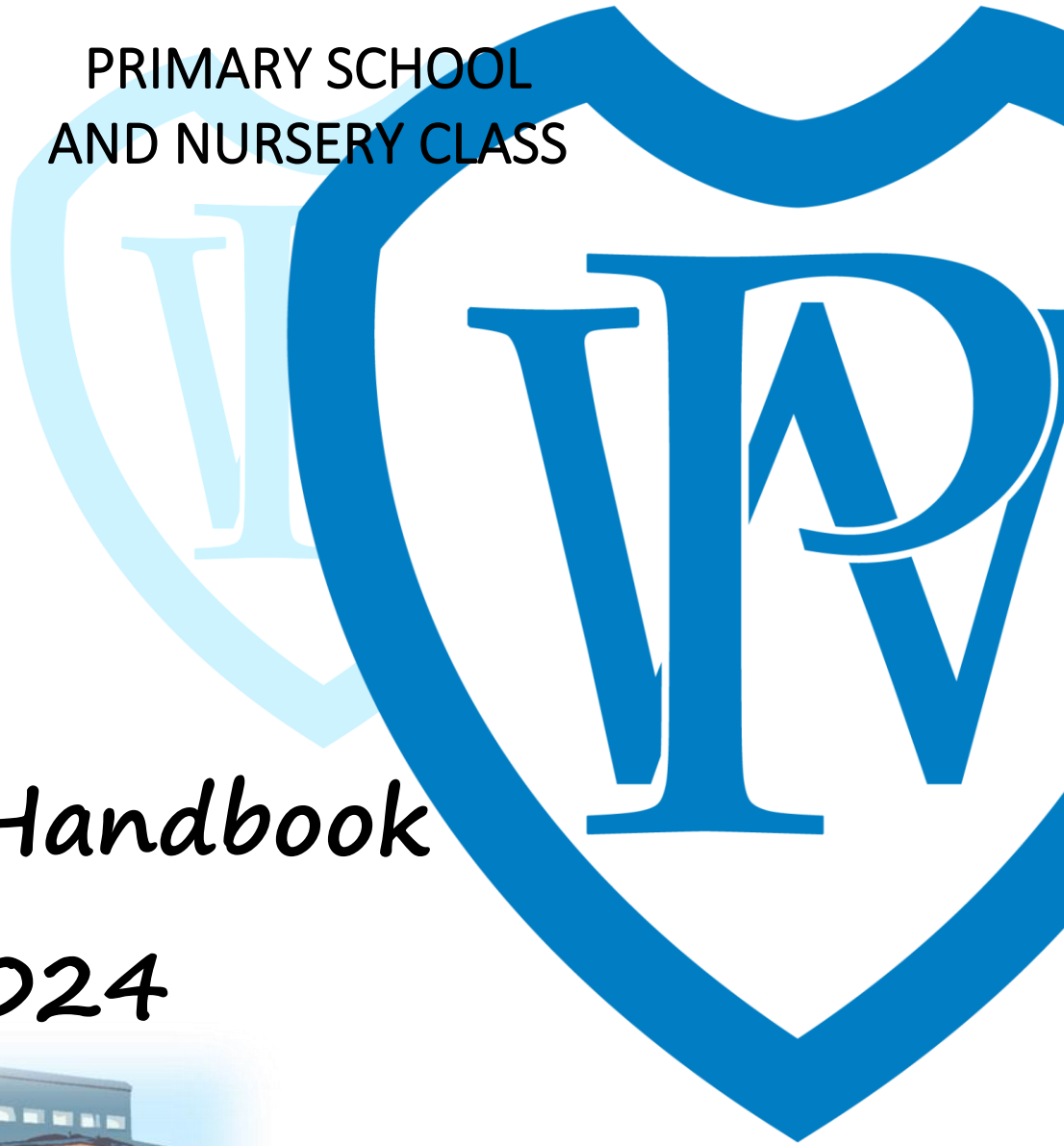




Education Resources

WOODPARK

PRIMARY SCHOOL
AND NURSERY CLASS



School Handbook

2024



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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.



1) Introduction by the Head Teacher

Welcome to Woodpark Primary School and Nursery Class

I would like to warmly welcome you and your children to Woodpark Primary School, which is one of 125 primary schools across South Lanarkshire. Our school consists of seven classrooms, a nurturing room, GP open area, gym hall and separate dining hall. We also have two nursery rooms: Willow room for 2-3 year old children and Rowan room for children aged 3-5 years. Outdoors we have two outdoor playground areas for P1-3 and P4-7, a large MUGA pitch, trim trail and Mrs Mochrie's garden.

At Woodpark we aim to make our school a happy and supportive place which allows all children to thrive. We aspire to deliver high quality learning and teaching through providing a range of learning experiences to engage and inspire all our learners thus enabling them to achieve success. Our children are supported through attachment-informed practice and our nurturing environment. The children, staff and I are all extremely proud of our school, the learning opportunities and experiences we provide. Woodpark Primary is a friendly, inclusive, 'family' school with a warm, caring ethos which sits at the heart of our values: *Nurture – Grow – Achieve*. These values reflect our aim to ensure that all children make the best progress possible. Through nurturing we provide a supportive and caring environment that promotes a sense of belonging and emotional well-being. This helps children feel safe and secure, which in turn allows them to focus on their learning and personal development. The value of growth emphasises the importance of continuous improvement and striving for excellence. Learners are encouraged to set goals, take on new challenges, and develop a growth mindset that fosters a love for learning. Our value of achievement celebrates and recognises the accomplishments of each child. Wider achievements are celebrated through our weekly assembly Woodpark Wonders. By instilling these values, we strive to ensure that children are motivated, supported and empowered to reach their full potential and make the best progress possible, both now and in the future.

Our school vision statement is:

Woodpark Primary School is a vibrant place full of learning, laughter and fun. The school creates a safe and stimulating environment where quality teaching develops children as confident and motivated individuals. The children are proud of their achievements and talents and are happy, healthy and valued.

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 lives and prospects for everyone in 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.

I hope that our handbook will answer many questions you may have about our school. If you have any other questions please do not hesitate to get in touch.

We look forward to working in partnership with you now and in the future.

Kind regards,

Debbie MacKenna

Head Teacher



2) About our school

Name of School	Woodpark Primary School and Nursery Class
Address	Priory Road Lesmahagow ML11 0AA
Phone Number	01555 892251
Website	www.woodpark-pri.s-lanark.sch.uk
Email	office@woodpark-pri.s-lanark.sch.uk
Stages Covered	Nursery to Primary 7
Present School Roll	178
Nursery 3 – 5 years	54
Nursery 2 year olds	15
Denominational Status	The school is non-denominational.
Planning capacity	Parents should note that the working capacity of the school may vary dependent upon the number of pupils at each stage and the way in which the classes are organised.
Gaelic Provision	The school does not provide teaching by means of the Gaelic language (as spoken in Scotland)
Woodpark PTA	Chair: Claire Law
Nursery Class Hours	
9am-3pm	Doors open 8.45am and 2.45pm. Lunch served from 11.30am.

Primary School Hours

Start	Interval	Lunch	End
9am	10.30-10.45am	12.30-1.15pm	3pm

A list of holiday dates for sessions 2023-24 and 2024-25 can be found within the appendices of our handbook.

Visiting the school

Any parent/carer who is seeking, or has been offered, a place for their child at Woodpark Primary is very welcome to visit the school. Please contact the school office to arrange a suitable time.

Parental Concerns

We ask parents/carers to share any concerns they have with us. Teachers are keen to build strong partnerships with parents and communication can be as regular as necessary. A note in the home link folder/diary or a phone call will be answered promptly and class teachers will keep the Depute Head Teacher and Head Teacher informed of any concerns and action decided. Sometimes parents/carers



may wish to speak directly to the Head/Depute Head Teacher and this can be done by calling the school office.

Complaints

We hope that any concerns raised will be addressed satisfactorily. However, we know that there may be times when you are unhappy, or you may want to suggest ways to improve things. We can normally resolve concerns, mistakes and misunderstandings quickly, however, if we cannot sort out your problem in this way, the complaints procedure is here to help you. This procedure is intended for those times when you feel we have failed to deliver what we should. We want to make it as easy for you as possible to let us know if you feel something has gone wrong. You can make a complaint:

- by telephone to the head teacher or via the office staff if head teacher is not available
- in writing either by letter or by emailing: office@woodpark-pri.s-lanark.sch.uk

We will contact you to discuss what we can do to ensure we are delivering the best possible service and if you do not feel the matter is resolved then we will put you in contact with our quality improvement officer who can assist with this.

Emergency Arrangements

If your child becomes unwell during the school day or has an accident requiring your attention, we will contact you. Please make sure you inform the school office of any changes to your, or your emergency contacts', details.



3) School Ethos

At Woodpark we pride ourselves on our school ethos which is underpinned by our core values: *Nurture - Grow - Achieve*. We are a nurturing school, using the six Principles of Nurture as a basis to support children's health and wellbeing. Knowing all our children sits at the heart of our school family. We celebrate success and achievement together weekly and we strive for excellence in learning and teaching, positive relationships and behaviour in order that our children achieve success both now and in the future. Pupil voice is embedded through our Pupil Council, Captains and Vice Captains as well as a range of school committees where every child is included.

We regularly ask parents and children for their opinion on aspects of our school. Comments included:

"I think Woodpark is a great place to learn, the teachers and students are nice and they provide a good education. I really like the Clyde in the Classroom project especially as we get to take care of the fish that we're going to release into the River Nethan." Learner.

"I feel the staff in Woodpark work very hard and are always friendly, helpful and approachable." Parent.

"Woodpark has a very inclusive feel, each child seems to be allowed their own identity which is hard to achieve and maintain." Parent.

"Being a learner you get help from all the other teachers when you're struggling, you're not on your own and you can ask a partner too." Learner.

"All the students include other people to make them feel part of the school." Learner.

"When we are doing different subjects we don't just write, we read and draw so that makes our learning more engaging and fun." Learner.

It is a fun place for people who like to learn a lot and who love learning. I'm really enjoying my Scottish Wars of Independence topic because we are learning all about the people that were in the Scottish Wars of Independence, like John Bailliol, Maid Margaret of Norway and Alexander III.' Learner.

"I really enjoy how it's not always writing in a textbook, you can play games that also help you learn and it's good to mix games with written learning." Learner.

"I like playing in the playground and in the class with my friends." Learner.

"I like learning about the Egyptians." "I like the Egyptians too." "I like art best." Learners.

"I feel in Woodpark we learn a lot of things which is fascinating for me, and will be good for our future and for what jobs we will have." Learner.

"It's good we don't have any bossy teachers so it makes learning fun!" Learner.

Inspectors from Education Scotland stated during our last inspection that one of the particular strengths of Woodpark Primary was the 'well behaved, polite and motivated children who are proud of their school'. We think this continues to sum up Woodpark perfectly and we all work very hard to maintain that ethos in our school.



4) Staff List

Head Teacher	Debbie MacKenna
Depute Head Teacher	Marianne Duncan
Principal Teacher	Jennie Purton
Acting Principal Teacher (Equity)	Gemma Finlay
Acting Principal Teacher (Equity)	Stephen Hartley
Early Years Team Leader	Marian Faulds
Willow Room Staff	Vicki White
	Yvonne Mackie
	Shirley Mitchell
	Lisa Scott
	Caroline Campbell
Rowan Room Staff	Tammy Archibald
	Kat Caldwell
	Lisa Davidson
	Lauren Douglas
	Catherine Gallagher
	Ellie Higgins
	Nikki Lambie
	Amy McDade
	Nicola Scott
	Leanne Elliott
	Siobhan McDonagh
Primary 1	Gemma Finlay
Primary 2	Jennie Purton
Primary 3	Stephen Hartley
Primary 4	Karoline Hunt
Primary 5	Duska McLeish
Primary 6	Lynn Connell
Primary 7	Lesley Wood
CCC teacher	Fiona Taylor
Nurture teacher	Carrie McPhee
Office Team Leader	Yvonne Gray
Support Staff	Angela Clarkson
	Claire Hardie
	Nadine Martin
	Julie McAdam
	Lynn Moffat
	Alanna Halliday
	Maggie Neilson
	Siobhan Steele
	Sheryl Storrie
Janitor	Tommy Jack
Cleaning supervisor	Martha Fleming
Cleaner	Janet Trolland
	Alison Hamilton
Catering manager	Lynda Sloman
Catering assistants	Jane Hollyoak
	Laura Cardwell



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:

- ◆ please notify the school office before 9.30am on their first day of absence. If telephoning, please choose option 1 to advise us of your child's absence. In line with NHS guidelines, children who have had episodes of sickness and/or diarrhoea should not return to school until 48 hours after the last episode has stopped
- ◆ 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).

Information on emergencies

We make every effort to ensure the school remains open during term-time for pupils. However, on occasions circumstances may arise which can affect the school. Schools may be affected by, for example, severe weather, power failures or through any other circumstances that may impact on the school day. In such cases we shall do all we can to let you know as soon as possible. We shall keep in touch by the most appropriate method at the time normally through text message, and via our social media channels.

In cases of severe weather in the morning such as snow and a heavy frost and if there is a reason the school cannot open in the morning at the normal time, we will adopt the protocol for a delayed start until 10am. If this is the case a message via social media and on the council's website will be posted.

The Council's website www.southlanarkshire.gov.uk will be used to let you know if the school is closed or has a delayed start. Further information will be provided later in the day as to whether the school will be open as normal the next day.

Things we need you to do:

- ◆ It is important for parents/carers to let the school know of any change to your mobile/home telephone number and change of address.
- ◆ If for any reason, you are unsure if the school is open 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 – ask them what they have been doing.
- respect and adhere to the school's policies and guidance.
- accept your responsibility to respect staff who work in the school and for the school to be proactive in taking forward its commitment to care for and educate your child.

Family holidays during term time

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.

Family holidays should be avoided during term time as this both disrupts the child's education and reduces learning time. If holidays are taken during times when the school is open parents should inform the school in advance by letter.

If your child is taken on a family holiday during term time, then in line with Scottish Government advice this will be classified as an unauthorised absence. However, in exceptional circumstances schools may register a family holiday during term time as an authorised absence when for example, parents are able to demonstrate they have been unable to obtain leave during the school holiday period.

Clearly, absence with no explanation from parents will mean that the absence will be recorded as unauthorised.

In our approach to raising attainment and achievement it is recognised that attendance at school is something that should be continuously encouraged. Parents/carers, children and the school all have a part to play in encouraging and stressing the importance of attendance at school.

The school holiday dates, and in-service dates are found within the appendices at the end of this handbook and are also available from the website: www.southlanarkshire.gov.uk

6) Parental involvement/PTA

South Lanarkshire Council recognises the importance of parents as partners in the education of their child and has published a strategy entitled, 'Making a difference – working together to support children's learning'. This is available from the Council's website:

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

Parents, carers, and family members are by far the most important influences on children's lives. Children between the ages of 5 and 16 spend only 15% of their time in school! Research shows that when parents are involved in their child's learning, children do better at school and throughout life. Parental involvement can take different forms, but we hope you share the same aims and agree that by working together we can be partners in supporting children's learning.

As parents/carers we want you to be:

- Welcomed and given an opportunity to be involved in the life of the school.
- Fully informed about your child's learning.
- Encouraged to make an active contribution to your child's learning.
- Able to support learning at home.
- Encouraged to express your views and involved in forums and discussions on education related issues.



Every parent with a child at school is automatically a member of our parent forum. Woodpark has a supportive and active Parent Teacher Association.

To find out more on how to be a parent helper, or a member of our Parent Teacher Association please contact the school or visit our website.

Parentzone Scotland is a unique website for parents and carers in Scotland, from early years to beyond school. The website provides up-to-date information about learning in Scotland, and practical advice and ideas to support children's learning at home in literacy, numeracy, health and wellbeing and science. Information is also available on Parentzone Scotland regarding additional support needs, how parents can get involved in their child's school and education.

Parentzone Scotland also has details about schools, including performance data for school leavers from S4-S6 and links to the national, local authority and school level data on the achievement of Curriculum for Excellence levels.

Home and school links

One of our main priorities at Woodpark Primary is to build on our strong, supportive links with our parents and the wider community.

There are two parents' evenings during the session, held in October and March. These meetings are arranged to give teachers and parents the opportunity to discuss their child's progress.

We also hold information evenings such as ICT/safe internet use; homework; and primary 1 parents are invited to a reading workshop every year. Our robust P1 transition programme supports children and parents/carers to become familiar with the school thus promoting positive relationships from the outset.

Information about school life is communicated via our website, ParentsPortal and school app. We strongly encourage parents to sign up to ParentsPortal which is our main method of keeping parents/carers up to date with what's happening in school. We share our successes with the wider community through our X (Twitter) page.

We are delighted to have a number of parent helpers support us, either in school or accompanying groups/classes on excursions. Parents can help within the school at a variety of tasks, for example in structured play, practical maths activity, art and craft activity. If you would like to join our parent helper team please get in touch with the school office to arrange for a PVG check to be carried out.



*Parent and child maths
information session*



6) 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.



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.

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.

We teach a Religious and Moral Education programme of work following the Curriculum for Excellence, which includes the study of Christianity and two other world religions, Judaism and Islam. This will ensure a gradual development of our pupils' understanding and appreciation of religious concepts.

The school has a weekly assembly which deals informally with many issues – moral, social and, to a lesser degree, spiritual. On occasion we are joined by local clergy either at end of term services or visits to classes.

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.





Our classroom is split into areas to facilitate different types of play:

- Construction
- Library
- Creative
- Role-play
- Small world

Our P1 classroom and playbased activities

The children learn through child-led play, teacher-initiated learning experiences and teacher-led target tasks.

Our children are observed and their interactions are the basis for responsive planning based on their interests and areas for development.



Our children take pride in the work they produce and choose what they wish to be displayed in our 'Being Me' area.





Auldton



Bankhead



Eastwood



Gateside

Pupil Voice

At the beginning of each school year two pupils from each class are voted to be their class representatives on the Pupil Council. Each Pupil Council member has their own responsibility, from chairing meetings to speaking to the whole school at assemblies and bringing forward suggestions for improvement from their class to Pupil Council meetings.

The aims of our Pupil Council this year are:

- To represent the pupil voice at Woodpark
- To engage in regular self evaluation activities using 'How Good is **Our** School' framework.

The Pupil Council have a vital role at Woodpark in ensuring we live by our vision and values. They meet with the Depute Head regularly to discuss school actions, pupil suggestions and the wider school community. Our Pupil Council is also involved in fundraising activities and keeping the children of Woodpark safe and happy.

I think it's really fun and a great opportunity to learn about responsibility.

You get to make decisions about what fun things the school can do, also what type of committees there can be. You lead the school assembly every Friday, it helps me be a bit more confident to speak out loud.

I have so much love for Woodpark, being in the Pupil Council is an honour.

Every child belongs to one of four Houses: Auldton; Bankhead; Eastwood or Gateside. At the start of each school year our Captains and Vice Captains are appointed having delivered a speech to P7 classmates and the Senior Management Team. Our Captains and Vice Captains are very proud of their achievements and act as responsible role models for our school.

I think being House Captain means you need to be a role model for little ones and it brings more responsibility. It makes me feel proud and happy.

It brings more responsibility doing things around the school. It makes me feel quite proud of what I've been able to achieve, we're proud of each other and what we've done to get here.

When you are House Captain it's quite rare to get it, so I feel happy and proud of myself for how far I've got.

It makes me feel like I'm responsible enough to control some important things that are going on in the school.



Community Involvement

Woodpark Primary is part of the Lesmahagow community and we are always looking for ways to help our friends and neighbours.

We are proud to have been involved in community projects such as litter picking in the local community, tree planting with the Forestry Commission or fundraising for local and global charities. We were delighted to welcome some visitors from Bank House and from our local area to our Nativity this year.

8) Assessment and tracking progress

At Woodpark, teachers assess as part of daily learning and teaching by watching and listening to children during learning activities, through written work and tasks, and how children answer questions. Teachers get to know the children well to build a profile of their progress, strengths and needs and involve them in planning what they need to learn next. The purpose of assessment is to support learning and a combination of formative and summative assessment is used. This means assessing learning both in an ongoing way and through a range of more formal assessment activities. A variety of assessment tools are used to track pupil progress, such as: spelling assessments; reading assessments eg Single Word Reading Assessment/New Group Reading Test; PM Benchmarking; numeracy confirmatory assessments, as well as self-assessment and peer assessment. Children in P1, P4 and P7 complete online Scottish National Standardised Assessments (SNSA) in literacy and numeracy. The range of assessments help to identify children's progress and provide diagnostic information to support teachers' professional judgement. The assessments are as inclusive as possible to accommodate the needs of children and young people who require additional support. Children and young people do not have to revise or prepare for these assessments. Ongoing assessment is, and will continue to be, the main basis of teachers' professional judgement.

At Woodpark we use Closing the Gap spreadsheets to record assessment information. Termly tracking and monitoring meetings between teachers and senior management focus on pupil progress. Teachers draw on all of the assessment information available to them when considering children's progress and when planning next steps in learning. Evidence and feedback from any assessment can be used formatively to inform planning for improvements in learning, as well as contributing to summaries of progress and achievement. We want to share with you how your child's learning is progressing. We do this through twice yearly parents' evenings, annual pupil progress reports, open days and showcase events, ASN review meetings where appropriate as well as more informally through notes home in the diary/home link folder, phone calls home or conversations between teachers and parents/carers.

9) Reporting

Reporting to parents comprises of a range of activities which can include children presenting their learning for example at showcase events, newsletters, and ongoing oral discussions, as well as more formal methods such as learner progress reports and parents' evening appointments.

We provide parents with reports annually to inform you of the progress your child is making. These reports are issued in the summer term. In addition, parents' meetings offer you the opportunity to discuss progress with your child's teacher. Parents' evenings are held twice a year, usually in October and March.



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.

10) Enrolment and Transitions

Enrolment – how to register your child for school.

To register your child for school you should complete our 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 your child is due to start school in August 2024, you can enrol online from Monday 8 January 2024. Your catchment school will contact you between Monday 15 to Friday 19 January 2024 to confirm your enrolment.

If your child attends the nursery of your catchment school, please do not assume that they will automatically be transferred. You must register them as normal at the school that is in the catchment area for your home address.

If parents want their child to go to another school, they must enrol in the first instance with their catchment school and intimate that they wish to make a placing request. An online placing request form is available from the SLC website – www.southlanarkshire.gov.uk or by contacting edsuppserv.helpline@southlanarkshire.gov.uk or phone **0303 123 1023**.

Change of School/Placing Request

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**.

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.

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 about your child's wellbeing, 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 Secondary.

More information can be found on:

www.scotland.gov.uk/gettingitright

Support for All (Additional Support Needs)

If your child is experiencing any difficulty at school we will keep you informed from an early stage. We work in close partnership with our parents/carers and recognise the fact that you are your child's first teacher.

At Woodpark we follow a staged intervention process, which begins by identifying additional supports given within the classroom and can, if required, progress to an Additional Support Plan or, where supports are provided by a range of external agencies, a Coordinated Support Plan. Our Additional Support Needs Coordinator is Mrs Duncan, Depute Head Teacher. Currently we do not have any child requiring a Coordinated Support Plan.

Children will often be given differentiated materials to support learning in class, and may work with the Support for Learning teacher for a short period to enable her to properly advise the class teacher on how best to meet your child's needs. We can also call on the support of teachers with expertise in visual or hearing impairments.



Our Educational Psychologist can offer support, advice and assessment, and can be requested by the school with the agreement of the child's parents.

You will be kept informed at every step in the process and if your child needs an Additional Support Plan/Coordinated Support Plan you will be an integral part in that process.

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.

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.

If you would like to order our leaflets, postcards or guides to share with parents and carers of pupils in your school, please contact us on info@enquire.org.uk

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 theory 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 informs the ways in which we support children and young people.

These are available in schools and on the SLC Staff Learning Centre Sway accessible by teachers and staff.

12) School Improvement

Our achievements in session 2022-23

- ◆ Combined Achievement of a Level data at P1,4 and 7 in reading was 82%, in writing was 81% and in talking and listening was 90%.
- ◆ Combined numeracy Achievement of a Level data at P1,4 and 7 was 80%.
- ◆ Emotionworks fully embedded in Health and Wellbeing curriculum to support learners' understanding and ability to manage emotions across nursery-P7. We also continued to develop our knowledge and understanding of the Key Nurture Principles, focusing on Principle 4: all behaviour is communication.
- ◆ Maths Recovery and Numicon pedagogy further developed through training and resources; updated problem-solving planning and resources, numeracy assessments reviewed.
- ◆ Consulted with parents/carers to identify focus areas for parent and child learner sessions to further develop confidence in supporting children's numeracy learning at home.
- ◆ Playbased learning pedagogy was introduced at P1 stage, underpinned by current educational research, with learner progress tracked and monitored throughout the session.
- ◆ P1 transition incorporated Stay, Play and Learn sessions led by Early Years Scotland, in May/June and September/October. This allowed for positive home-school links to be established at an early stage and gave the children an enhanced transition experience enabling them to settle more readily in P1. A substantial pack of activities for each new entrant was provided to help develop a range of skills and promote home learning.
- ◆ Whole school committees were re-established following Covid restrictions, enabling all children across the school to lead aspects of improvement and embed pupil voice.
- ◆ A range of lunch and after school clubs promoting participation and engagement, and celebrated children's wider achievements regularly at assemblies.
- ◆ Our whole school show, Wonderland, highlighted the confidence and creativity of our children and staff and was very well supported by our parents and families.
- ◆ Participation in local football and netball tournaments, and were delighted to win the annual Lesmahagow Highland Games group procession.

Our School Improvement Priorities for 2023-24 are:

- ◆ Maths Recovery pedagogy
- ◆ Play Pedagogy
- ◆ Literacy – reading school award
- ◆ Early Years – planning; forest play; transitions

A full overview of our achievements in session 2022-23 and our Improvement Priorities for 2023-24 can be found on our school website: Standards and Qualities Report 2023 and Improvement Plan 23-24.



PEF Funding

PEF funding is used to help close the poverty-related attainment gap. During last session and this we identified a clear need to support pupils' emotional and mental wellbeing as well as focusing on numeracy attainment. During the past year our PEF funding has supported:

Nurture training and resources for class use and to establish our nurture room

Emotionworks and other resources supporting children's wellbeing across all stages

Additional staffing to support Covid recovery and children's health and wellbeing

Additional staffing to promote regular attendance and participation in a wider range of activities beyond the school day

Resources to support improved mental maths and problem-solving ability in numeracy

Our Participatory Budget allocation, following pupil and parent consultation, is used to enhance children's opportunities to play together in the playgrounds, thereby enhancing physical and mental wellbeing, with the main focus this session of developing our garden area to provide an attractive, calm space for children to go to.

Our pupils said:

There's a lot more to do and we're not getting bored playing with the same things!

I like playing with the pirate ship because you can pretend to be pirates!

The reading den is good - you can stay dry reading a book!

It's neat - I like the ball and cone!



13) School policies and practical information

School/Nursery Meals

Nursery class

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

For their lunch each day pupils have the option to choose from two hot meal options plus a snack option. 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.

Pupils in:

Primary 1 - 5 receive a free school lunch.

Primary 6 - 7 meal cost is £2.05.

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

NB School Meal prices are reviewed annually and may be subject to change

Adapted diets

If your child within Nursery, Primary or Secondary requires an adapted 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 halal or vegan diet request for your child, please speak to the school 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 £726 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 £8,717 as assessed by the HM Revenues and Customs), Child Tax Credit Only (where your gross annual income does not exceed £18,725 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 to 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 so that children who receive free meals are not singled out and we encourage all children to remain in school at lunch time.

At Woodpark our breakfast club is free and open to all children from P1-P7. It runs from 8.30-8.50am daily. Typically our breakfast club provides toast, cereal, yoghurt and milk.

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 approach and identify visitors more readily and helps in trying to offer a safer environment for pupils and teachers 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 PTA and where appropriate consultation with parents, pupils and staff.

At Woodpark we wear our uniform with pride! We expect all children to be in uniform every day. Our uniform is:

- White polo shirt
- White shirt
- Blue sweatshirt/cardigan
- Grey or black trousers/skirt
- School tie

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.



Allergies

A significant number of children and young people in our schools will have allergies and it is important that parents keep the school fully informed on these matters.

Allergies can present in a variety of ways and can occur at any point in a person's life. Symptoms range from mild to severe. Children and young people known to have an allergy with moderate to severe symptoms will likely have a Health Care Plan drawn up by the NHS. This will detail symptoms and appropriate interventions.

It is vital that parents share this information with the school and continue to provide any updated information.

Where symptoms are mild and a Health Care Plan is not in place, parents should still continue to liaise regularly with the school on any new triggers, medications and actions required.

In all cases, our employees need to know your child's symptoms, treatments and any actions required to help prevent exposure to the allergen and minimise the risk of allergic reactions.

Employees in schools will receive training on allergies and will liaise with parents and NHS on any additional specialist training required.

In supporting children and young people with allergies, school employees will operate in accordance with South Lanarkshire Council's Safe Systems of Work / risk assessment 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 it is important that a copy of this evidence is attached to your online application. Should you require further information, or you are unable to submit an application online then please contact the helpline number **0303 123 1011** (option 5).

School hours/holiday dates

9am-3pm

Morning break: 10.30-10.45am

Lunch: 12.30-1.15pm

School holiday dates and in-service dates are available from the website www.southlanarkshire.gov.uk

Transport

School transport

South Lanarkshire Council has a policy of providing school transport to primary pupils who live more than one mile by the recognised shortest walking route from their catchment school. This policy is more generous than the law requires. This means that the provision of transport could be reviewed at any time. Parents who consider they are eligible should complete a form online www.southlanarkshire.gov.uk or contact **0303 123 1023**. These forms should be completed and



returned before the end of March for those pupils starting the school in August to enable the appropriate arrangements to be made. Applications may be submitted at any time throughout the year and will be considered by Education Resources.

A privilege transport scheme is operated for mainstream school contracts where a pupil is not entitled to free school transport. Privilege transport will only be granted providing there is spare capacity on an existing school contract and will be from and to designated pick up and drop off points. Privilege transport will not be provided where a service bus is used on the school run. Any spare capacity will be allocated using agreed priorities. More information on school transport is available www.southlanarkshire.gov.uk/info/200188/secondary_school_information/545/school_transport or phone **0303 123 1023**.

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.

Insurance for schools – pupils' personal effects

South Lanarkshire Council is concerned at the level of claims being received for loss or damage to pupils' clothing or personal effects. Parents are asked to note the Council's position in terms of insurance for pupils' personal effects:

Theft/loss of personal effects

The Council is not liable for the loss or theft of pupils' clothing or personal effects for example mobile phones, tablets etc. and any items are therefore brought into the school is done so at the pupil/parents' own risk.

Parents can assist by ensuring that valuable items and unnecessarily expensive items of clothing are not brought to school.

Teachers and other staff have been advised not to accept custody of any such items.

The same principle applies to musical instruments and other equipment used for activities within the school, which belong to the pupil, but are brought into the school. Parents should be aware that if such equipment is left in school, it is done at the pupil/parents' own risk.

In the case of valuable items such as musical instruments, parents should ensure that these items are covered by their own household insurance.

(ii) Damage to clothing

The Council is only liable for damage caused to pupils' clothing where the damage has resulted from the negligence of the Council or one of its employees. Claims arising otherwise will not be accepted by the Council's insurers.



Promoting positive behaviour

It is the responsibility of staff within the school to ensure that 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 of 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.

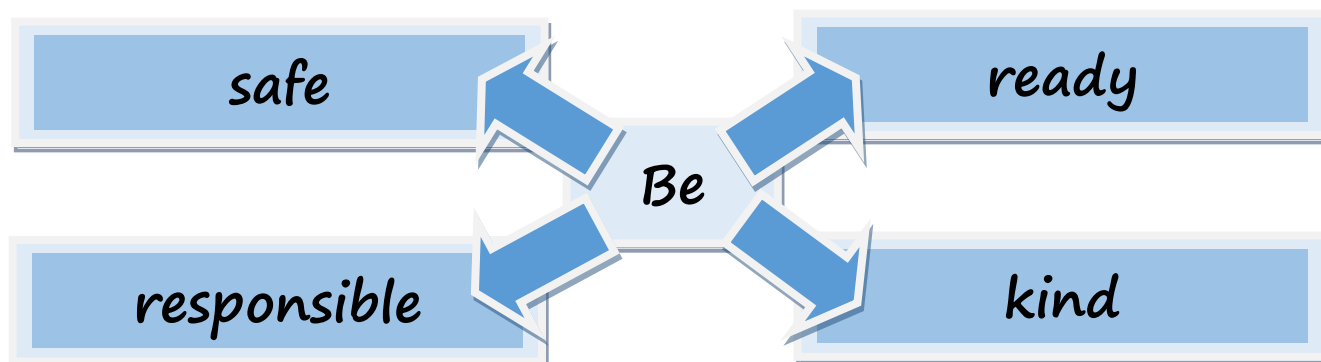
Our approach is to create an environment where better behaviour will encourage better learning. The school, along with the support of parents, can work together to create a learning environment which young people can enjoy and feel safe.

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 (Promoting Positive Relationships and 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.

Our Behaviour System

This session we have reviewed our behaviour system and updated our school rules which are:



In Woodpark Primary, we use a range of strategies to promote positive behaviour:

- Explaining, demonstrating and reminding children of the kind of behaviour we wish to see
- Recognising and highlighting good behaviour as it occurs
- Praising children for behaving well and informing parents about their child's good behaviour
- Rewarding children for behaving well
- Maintaining a calm atmosphere and try to avoid raising voice
- Circle times
- A range of extra-curricular activities
- Class systems promoting positive behaviour



Reward Systems

We have a range of reward systems to acknowledge children's good behaviour, effort and learning:

- Golden Time
- Termly excellent behaviour certificates
- Jungle of Joy
- Group points
- House points
- Extra playtime
- Lucky dip
- House treats

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: -
 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/carers to help them keep their children safe. www.childprotectionsouthlanarkshire.org.uk



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 service 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.



Appendix A

This annex gives a list of useful information and the links to the content is now available from the Council's website by accessing the following link

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

The list is not intended to be exhaustive, and authors may wish to consider additional sources of school, local and national information, material, and resources.

Contact Details

Education Scotland's Communication Toolkit for engaging with parents.

The Scottish Government Guide Principles of Inclusive Communications provides information on communications and a self-assessment tool for public authorities.

Choosing a School: A Guide for Parents - information on choosing a school and the placing request system

A guide for parents about school attendance explains parental responsibilities with regard to 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

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.



Education Resources

School holiday Dates Session 2023/2024

Break	Holiday dates		
First Term	Teachers In-service	Monday	14 August 2023
	In-service day	Tuesday	15 August 2023
	Pupils return	Wednesday	16 August 2023
September Weekend	Closed on Re-open	Friday Tuesday	22 September 2023 26 September 2023
October Break	Closed on Re-open	Monday Monday	16 October 2023 24 October 2023
	In-service day	Monday	13 November 2023
Christmas	Closed on Re-open	Monday Monday	25 December 2023 8 January 2024
Second Term			
February break	Closed on	Monday & Tuesday	12 February 2024 13 February 2024
	In-service day	Wednesday	14 February 2024
Spring break/Easter	Closed on Re-open	Friday Monday	29 March 2024 15 April 2024
Third Term			
	In-service day	Thursday	2 May 2024
Local Holiday	Closed	Monday	6 May 2024
Local Holiday	Closed on Re-open	Friday Tuesday	24 May 2024 28 May 2024
Summer break	Close on	Wednesday	26 June 2024
Proposed in-service days	15 & 16 August 2024		

Notes

- ◆ Good Friday falls on Friday, 29 March 2024
- ◆ *Lanark schools will close Thursday, 6 June 2024 and Friday, 7 June 2024*
- ◆ Schools will close at 2.30pm on the last day of terms 1 and 2 (Friday, 22 December 2023 and Thursday, 28 March 2024)
- ◆ Schools will close at 1pm on the last day of term 3 Wednesday 26 June 2024)
*Two in-service days proposed 15 & 16 August 2024.



Education Resources
School holiday Dates Session 2024/2025

Break	Holiday dates		
First Term	Teachers In-service	Monday	12 August 2024
	In-service day	Tuesday	13 August 2024
	Pupils return	Wednesday	14 August 2024
September Weekend	Closed on and	Friday Monday	27 September 2024 30 September 2024
October Break	Closed on Re-open	Monday Monday	14 October 2024 21 October 2024
	In-service day	Monday	11 November 2024
Christmas	Closed at 2.30pm on Re-open	Friday Monday	20 December 2024 6 January 2025
Second Term			
February break	Closed on and	Monday Tuesday	17 February 2025 18 February 2025
	In-service day	Wednesday	19 February 2025
Spring break/Easter	Closed at 2.30pm on Re-open	Friday Tuesday	4 April 2025 22 April 2025
Third Term			
	In-service day	Thursday	1 May 2025
May Day	Closed	Monday	5 May 2025
Local Holiday	Closed on and	Friday Monday	23 May 2025 26 May 2025
Summer break	Closed at 1pm on	Wednesday	25 June 2025

* Good Friday falls on Friday 18 April 2025

** Lanark schools will close on Thursday 12 and Friday 13 June 2025

