Cost of the School Day Action Plan 2024-25

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| Minimise costs and reduce pressure on family budgets | Current Provision | Challenges | Next Steps |
| Excursions | -Establishment of a school Equity Strategy and House system taking a lead in identifying needs and ideas for how to address then  The cost and timing of the trip is considered before booking.  -Credit Union in school weekly and parents are signposted to open an account throughout the session  -School/ Parent Council fundraising subsidises the cost of transport.  -Parents are given a long notice period of planned excursions  - School communications advise that the school can help cover the cost of excursions  - Residential trips and school excursions – payments made in instalments  -Ipay accounts opened well in advance to give parents long periods to pay  - Uniforms worn on trips to alleviate additional costs to parents  -School sports clothing kept in school e.g. football/ netball kits and jackets  - School lunches provided for P1-5 and those in receipt of FSMs to take on trips. | -Cost of clothing for some trips e.g. waterproofs, appropriate footwear  - Cost of packed lunch  Discretion – how to approach families we feel may be struggling to cover costs?  - Identifying some families where poverty is not obvious  - Bank of school waterproofs/ ponchos etc.  -Cost of living crisis | - Clothing bank/pop up shop for outdoor clothing  - Continue to consider the educational value of trips  - School audit of trips planned  -Build profile of school Credit Union events |
| Financial support to meet the cost of the school day | -School offers support for essentials such as uniforms and other clothing; Clothing Bank; Pre-loved uniform and clothing bank support; food bank advice; provision of digital devices and equipment to access the internet; Community Fridge support; support from Saint Vincent De Paul and Parish  -House Captains organise termly labelling of uniform  - Information is provided regularly in school newsletters/ app about ways we can financially support families.  - Families are encouraged to apply for appropriate benefits e.g. clothing grants, and free school meals. Support is available from the office to help complete forms.  - Financial support is given to cover the cost of school trips  - Use of toy appeals during Christmas  -Raised profile of Foodbank Charity Shop through events such as Fashion Show  -Use of pop up Food bank charity shop for seasonal clothing and school camp  -Healthy snacks available for pupils at breaks if need be  - Families encouraged to use the breakfast club  - Fundraising events carefully planned to occur across the session | -use of IPay facility to pay for school trips  - Clothing bank/swap shop for outdoor clothing  - Continue to consider the educational value of trips  - School audit of trips planned | -Table of school costs for over the year provided to families  - Possible parent/ carer workshops: budget/ money workshops, eat well for less – at Parents’ night or in school / online  - School to continue to consider alternative ways to raise funds to alleviate financial pressure on families |
| Ensure equal access to opportunities regardless of income | Current Provision | Challenges | Next Steps |
| Extra-curricular activities | -Digital devices available to all families who require them  -Parents supported to access all digital platforms/resources  - School run after-school clubs are all free  - Clubs run by other agencies are free or support is provided to allow children to participate  - School purchases help resources for clubs.  - Transport to sporting competitions is provided by the school  - Children are encouraged to participate in clubs.  -School provides suitable clothing to allow all children to participate in clubs  -Class teachers and PSWs run lunch time and after-school clubs free of charge. | - Cost of clothing for some trips e.g. waterproofs, appropriate footwear  - Cost of packed lunch  -Discretion – how to approach families we feel may be struggling to offer support  - Identifying some families where poverty is not obvious  - Bank of school waterproofs/ ponchos etc.  -Cost of living crisis  -Not all families can budget or have bank accounts with a minimum of £5 in them  -Adult literacy levels  -EAL families with English language difficulties in adults | use of IPay facility to pay for school trips  -Foodbank Charity pop up shop  - Continue to consider the educational value of trips  Use PEF to support families in financial difficulty  - School audit of trips planned  -EAL Language Support/ Literacy support  -Signpost families to support agencies |
| Leavers’ events | -School subsidise leavers’ events  -there is no cost for events for children  - P7 Leavers’ Assembly and Class Mass for the whole school and families.  - P7 pupils plan and organise a simple end-of-term treat –  - Cost of P7 hoodies kept to a minimum. School funds or fund raising to buy hoodies to ensure all children receive one. These are now ordered in Autumn Term.  - Nursery leavers assembly and concert have no cost attached  -Participatory budget – children and parents/carers voted to support school events to ensure all can participate | - - Families working unpredictable hours or zero-hours contracts  - Changes in universal credit  - It can be challenging for some parents/carers to access the information they need to apply for benefits (lack of knowledge of what is available, no internet access)  - There can be more of a financial burden at certain times of the year. | - Annual plan for trips/ events provided to families  -Provide budget/ money workshops, eat well for less – at Parents’ night or in school / online  - Staff to continue to consider alternative ways to raise funds to alleviate financial pressure for families |
| Engagement with parents | - Class organised Conversation Café and Assemblies  -Coffee mornings, with help with digital platforms, help completing forms, workshops, 1:1 meetings with pupils and parents, support during crisis  -PE kit bank, available and laundered in school  -Parent Focus groups January - June  -School App has improved communication with parents  - Family helpers  -Your Space Counselling Service Tuesday and Wednesday each week  - -Big Bedtime Read  -Introduced online events, e.g. social media workshops run by NSPCC  - Whitburn Galaday Committee, participation on the day.  - Parents Evenings’ – twice a year  - ELC Virtual Classroom to share innovation and news with parents/Carers  -Stay and play sessions offered at the nursery to all parents/carers  -Individual online learning journals provided for all children and staff support parents/carers who have difficulty accessing these  -Helping with Ipay and e-platforms  -Sharing the learning visit for every class in the Spring Term  -STEAM week with parental activities  -Glasgow Science Centre Workshops for families  -Families Connect Activities  Big Spooky Read- Storytelling sessions | -Some pupils are reluctant to participate due to a lack of confidence. Some have never experienced clubs outside of school. | -Monitor attendance at school clubs and identify children who have never attended an after-school club  - School to continue to try to offer a wider range of clubs on offer before/ after school and at lunchtime |
| **Reduce poverty-related stigma**  **Poverty awareness** | -School office staff have close relationships and good communication with families to discuss matters in confidence  -Breakfast club: staff encourage pupils to go to the club if they feel a child has not eaten breakfast.  - Financial support is available to subsidise school trips.  - Use of IPay Impact to pay for meals – pupils are less aware of children who receive free school meals.  - Children are more aware through HWB lessons, assemblies, NSPCC workshops and Your Space support  - Homework Club for pupils and Conversation Cafés and Parental HWB Club  -Devices and technical support available for all families.  - Participatory Budget – families encouraged to become involved in the decision-making | - High number of events in term 3  -Consider the pressure on clothing for events  -Participatory budget contribution may not be long term | - Advertise saving scheme for end-of-term treats/ hoodies etc. Begin in P6?  - Plan the timing of events to spread the cost  - Ensure that events are planned well in advance so that too many things do not happen at the same time. |
| **School Improvement Processes** | -School supports parents with essentials  -Children self-evaluate using well-being indicators which can lead to Trusted Adult conversations and, at times, support for families  - Your Space counsellors support pupils referred or those self-referring to the service  - Use of online survey to gather views of parents during Parents’ Evenings – to inform future school developments.  - Parent surveys to inform developments are put onto Forms on the school app.  - Pupil ethos survey informs future school developments.  - HWB focus during staff in-service days and targeted CLPL (Trauma training, ACEs, impact of poverty)  - Working with to establish a Parent Council  - Share school improvement priorities with pupils, parents and partner agencies.  -Use of data to ensure that children in the lowest SIMD are not disadvantaged.  - School measures the impact of interventions.  - Regular reminders about Breakfast Club on app and newsletters  - Continue to interrogate data to support children who are disadvantaged due to poverty and hidden poverty  - Nursery staff member delivers Families Connect programme to parents/carers of school aged children  -Online questionnaires used in nursery to gather views from all parents/carers | - Same parents who attend events  - Some parents may lack confidence or have other reasons that make it difficult to engage.  -Working parents unable to attend events. Zero-hour and flexible-hour contracts  - Language barriers (EAL parents)  - Access to ICT might be problematic for some parents, perhaps they are unable to use the app or access the website/blog.  - Some parents lack the confidence to participate in Parent Council.  -Cost of living crisis | More opportunities for parents to stay, play and learn with their children.  - HWB Events to engage parents in their child’s learning and HWB.  - Direct parents to translation tools  - Consider the role of a Parent Council and what a good meeting looks / sounds / feels like to ensure positivity and welcoming ethos for all.  -Re-introduction of events in school to encourage parents to return. |
| **Cost of Living Crisis** | -SLT contacts parents to offer support with clothing, food and washing machine tokens to address poverty-related issues.  -St Vincent De Paul and Parish groups link with the school to provide support to identified families  -welcoming warm places’ across West Lothian which can provide a warm space for people to rest in addition to acting as a hub where they can access advice and support in relation to the cost of living.  More information can be found here - [www.westlothian.gov.uk/warm-welcome](http://www.westlothian.gov.uk/warm-welcome) this map also includes information about community food providers.  -Practical help and support through the development of self-help booklets, which will be held in a central location to allow support to be accessed easily and quickly, a dedicated information hub has been created to hold all cost-of-living support information.  [www.westlothian.gov.uk/costofliving](http://www.westlothian.gov.uk/costofliving) | -Hidden poverty: It is difficult to identify all families who live in poverty.  - Some pupils are still coming to school without breakfast  -Not all children who are living in poverty are entitled to free school meals.  - School trips: not all parents will alert the school to financial difficulties. This is also impacts on the school budget.  -Cost of living crisis | -Remain sensitive to changes in circumstances within families  - Ensure snacks are available for latecomers and those arriving late who have not had breakfast  -Extend HWB Club to include Life Skills with families e.g. cooking, gardening, ICT  - Nursery kindness cupboard planned for all parents/carers to access discreetly |