

Loanhead Primary School

12 Dick Street

Kilmarnock

KA3 1AP

Currently decanted until February 2021 – Kirkstyle Campus

Carron Avenue, Kilmarnock

Telephone No:	01563 522938
Email:	
School Blog:	https://blogs.glowscotland.org.uk/ea/LoanheadPrimarySchool/
Twitter:	
School App:	
Denominational Status:	Non-denominational school
School Roll:	Primary 1 to 7 (ECC to open in February 2021) Current Roll: 210 pupils
Further Information:	www.east-ayrshire.gov.uk/schoolhandbooks

WELCOME

As the acting Head Teacher of Loanhead Primary, it is my pleasure to introduce you to the school in the following pages. The vision, values and aims here at Loanhead are part of our nurturing ethos.

At Loanhead we aim to continually strive for excellence, developing a kind, caring and nurturing environment, where pupils can achieve their potential across multiple subjects.

Our key values are to:

Be Kind
Be Trustworthy
Be Respectful
Persevere
Show Integrity
Be Friendly

We have 3 school rules: Safety First, Kindness Counts, Manners Matter.

Learn, Progress, Succeed

Our ethos is one of inclusion and caring. Children prosper best following a broad curriculum celebrating their various talents. We support children to achieve a broad education where they can work independently increasing their confidence and self esteem.

Communities depend upon a diversity of talents and skills. As a school we hope to develop and celebrate the talents and skills of our individual learners through developing programmes to challenge and inspire them. To allow them to share and demonstrate their talents and abilities in class, during class assemblies or presentations and displays.

We strive to collaborate well with our parents vis the Parent Council but also in working groups where parents are involved with policy making and a welcome part of school development. During last session we have collaborated on homework, communication and anti-bullying policies. Parents are integral to our children's learning and attitudes and we encourage parents to become involved as much as they can be, at a level that they are comfortable with. When we return to Loanhead and integrate the Early Years Centre we will be looking at all stakeholders being involved with the revisiting of our vision, value and aims in particular new families, parents and pupils across the establishment.

SECTION 2

Transitions

Our associated secondary school is Kilmarnock Academy, Sutherland Drive, Kilmarnock.

During Primary seven the children are given multiple opportunities to interact with staff from Kilmarnock Academy. There are specific days, throughout the year when they visit the campus and meet staff and pupils from other schools. Due to the situation that we are currently facing with Covid 19 the children will also have virtual video messages and competitions to help engage with different departments.

Those identified as having some additional need will engage with an enhanced transition programme which will be dependent on their particular needs. Transition one meetings take place in Primary 6 between Kilmarnock Academy, ourselves and parents for children requiring additional support and again mid way through Primary 7 to help ease transition to the academy.

Support for children and young people and parents/carers

The management team consists of Mrs A Milne, Head Teacher (Acting.), Ms S McCulloch Depute (Acting) and Mr P Devlin Principal Teacher (Acting)

If a parent has a general enquiry or concern they should first of all call the school office who will direct them to the most appropriate person to deal with their enquiry. Someone from the management team or if appropriate the class teacher will get back to them within 48 hours. If the concern is of a personal or confidential nature then parents are encouraged to email Mrs Milne, Head Teacher (Acting) who will ensure that their issue or concern will only be shared with the agreed with personnel.

Children and Young people with Additional Support Needs are supported within the school by their class teacher Mrs Moore from EAST, Mrs Milne as the ASN Co-ordinator and regularly by classroom assistants. We follow the guidelines outlined in the GIRFEC (Getting It Right For Every Child) and Standard Circular 57 and we liaise with the associated Educational Psychology, Claire Ferguson. We ensure that the support required is dovetailed to the pupil's needs and is discussed with the parent and child on a regular basis. The copy of the plan, once agreed, will be given to the parents and one will be kept in school. Reviews will be carried out regularly to which parents will be asked to contribute to. Some reviews will take place over the telephone due to the restrictions currently in place.

SECTION 3

Details of school holidays can be found at:

<https://www.east-ayrshire.gov.uk/educationandlearning/schoolholidays.aspx>

However an additional two days will be given to the children when we pack up the school for the move back to Loanhead on the 11th and 12th of February and a further 2 days for unpacking will be given on the 18th and 19th of February. These dates fall either side of the February holiday and inservice days. The children will stop on Wednesday 10th of February at 3p.m. and return to school on Monday 22nd February 2021

Attendance and Timekeeping

We expect that children will arrive at the buses for school in good time for the start of the day. The buses leave Loanhead on Dick Road at 8:50 a.m. prompt. When we return there after the February break we would expect children to be promptly in school at (a.m. and they would be marked as being late if they were to arrive after 9:10a.m. During these first ten minutes the register is taken and the meal orders placed before the teacher outlines the day. This is an important part of settling into the day and we encourage all children and young people to be here on time.

Should a child be unwell and unable to attend school we would direct parents to use our answering machine (press one for absences) at any time day or night and these messages will be picked up before 9:30 in the morning. If no message is on the machine, parents will receive a text prompt to contact the school.

Behaviour and Anti-Bullying

We have a positive behaviour policy which includes our engagement with Respect Me, anti bullying. We have a contract that is designed by the children every year and revisited and adapted regularly throughout the session. We work closely with parents of children and young people who have experienced bullying behaviour to develop strategies to rebuild self esteem and confidence in dealing with the issue. We also work closely with the parents of children who are displaying unwanted behaviours to support them to change these behaviours using multiple different strategies, appropriate for their age, stage and level of understanding, dependent on the situation. It is vitally important that we work together as a whole team staff, parent and pupil to gain the best outcomes for all children and young people.

Dress Code

The children are expected to wear uniform to school which consists of a white polo shirt (with or without the school badge), purple sweatshirt or cardigan (with or without the school badge), grey trousers, skirts, or a pinafore either grey or grey / purple tartan. A waterproof jacket is essential everyday as we use the outdoors frequently.

For PE we are going to be outdoors until restrictions are lifted therefore we would ask that children wear their school polo shirts and sweatshirts on gym days along with jogging trousers and appropriate footwear for outdoors

Security and Visitors

Gates at the school will be closed whilst the children are in the school building and will be opened at home time. If parents require to visit the school to pick up a child who is unwell can they please come to the main door and wait outside until the door is opened to them. Please where possible if you are able to we would appreciate you wearing a face covering. Visitors to the school are limited in number and should someone need to attend an appointment at the school please be aware they will be asked to hand sanitise on entry (dispenser to the right of the door) and sign in to both the visitors book and complete a tracking form to ensure we have the correct contact details.

Homework

After consultation with parents last year we have taken on board the parental views on how homework is given to the children and young people. Homework is issued in a grid at the beginning of the month and the children are advised to complete regularly over the month. This gives the children and young people an opportunity to choose their tasks and manage their time if there is a task that will take them more time than the others. Initially the grids will be given out on paper however by the beginning of November each grid will be placed on the children's Microsoft Team access via Glow where they can upload their work. Should any family prefer to opt to continue with paper copies then this can be arranged.

School Canteen Facilities,

We encourage the children and young people to take school meals and have a fantastic welcoming team who will encourage the children to try a wide variety of foods. Currently all children in P1, P2 and P3 receive a free school lunch. Free school meals can be applied for from P1 to P7 taking into account personal circumstances. Should pupils prefer a packed lunch, this can also be accommodated. We would ask the children to bring this in a clearly labelled packed lunch container / bag. We are a cashless school and we advise all parents to use ParentPay to pay for meals and any other school based expenses. We also use this as a form of communication and would encourage those who are not using it to pay for meals to sign up.

Complaints Handling

If there are any complaints the first point of call is by contacting Mrs Milne, Head Teacher (Acting). There will be contact made within a 48 hour window to discuss and any investigations will take place ideally within 7 working days. If a satisfactory conclusion cannot be reached then Mrs Milne will escalate this to the Education Department of East Ayrshire Council.

Emergency Procedures / Medical matters

Children who have minor bumps or scrapes due to falls at play etc. in school will receive first aid and a note will be given to the child to be taken home to let the parents/carers know. Should a child or young person become unwell or sustain a more serious injury the parents/carers will be contacted by telephone in a timeous fashion and appropriate first aid given. Advice will be sought about potential follow up required.

Data Protection

Data check forms will be issued for return by parents/carers in the first week of the school session. If a pupil arrives during the school year then this will also happen for new pupils. Your data and that of your child will be held in a secure area and not shared with others. We are aware of and work within the Information Governance and GDPR policies of East Ayrshire Council

Parent Council details

All parents with a pupil in school are part of the parent council. The Friends of Loanhead Parent Council have a Facebook group where information is shared. Mr Craig Hume is the chairperson of the group and welcomes all who wish to join in with the Parent Council and help support them in their support of the school.

SECTION 4

The Curriculum

The curriculum we follow is Curriculum for Excellence from early level through first and second level and onto, in some cases, third level. The balance is across all subject areas with greater emphasis on the three core subjects of Literacy and English, Numeracy and Mathematics and Health and Wellbeing. Other subject areas are balanced over the year and taught within interdisciplinary studies where experiences and outcomes are bundled together appropriately.. This allows our pupils to make decisions collectively about a topic they wish to find out about whilst taking the children through the level appropriate to them.

We are in our second year working with the Scottish Attainment Challenge Team on Numeracy and Mathematics using active numeracy and number talks, We are in our third year working with the team on Literacy and English. We use East Ayrshire Council's Active Literacy Programme. We are following EAC's Wellbeing Renewal programme for Health and Wellbeing.

Excellence in Teaching and Learning in Loanhead

Active Learning

- ✓ Children learn by carrying out a variety of activities
- ✓ Children think creatively, investigate and solve problems
- ✓ Children have choices
- ✓ Children work on their own, in pairs and in groups
- ✓ Children use a variety of resources
- ✓ Children have the opportunity to learn outdoors
- ✓ Activities relate to real life
- ✓ Lesson links with other subjects
- ✓ Lesson links with local businesses and the community

Developing Skills for:

- ✓ Life
- ✓ Learning
- ✓ Work
- ✓ Leadership
- ✓ Higher order thinking
- ✓ Study

Assessment is for Learning

- ✓ Teachers discuss previous learning with pupils
- ✓ Children understand learning intentions
- ✓ Teachers and children agree success criteria
- ✓ Children know which level they are working towards
- ✓ Teachers and children ask challenging questions
- ✓ Children are prepared to risk getting answers wrong
- ✓ Teachers give children feedback to help them improve
- ✓ Wrong answers are used to improve learning
- ✓ Children assess and learn from each other
- ✓ Children engage in AifL strategies to demonstrate understanding

Meeting Children's Needs

- ✓ Everyone has high expectations of learning and behaviour
- ✓ Every child is learning
- ✓ Teachers teach in a variety of ways
- ✓ Teachers challenge and support all children
- ✓ Children all work at an appropriate pace
- ✓ Children can explain to others their learning in different ways
- ✓ Children evaluate their learning
- ✓ We celebrate success and wider achievement
- ✓ Take part in positive learning experience
- ✓ Children feel:
 - Safe
 - Healthy
 - Achieving
 - Nurtured
 - Active

- Respected
- Responsible
- Included
-

This description of learning in Loanhead was created by pupils and staff and shared with our wider community.

Parents will be informed about sensitive aspects of learning such as sexual health, relationships, parenthood before this teaching takes place by letter and leaflet containing the content and vocabulary that will be used.

SECTION 5

Achievement and Improvement

Over the last 12 months the school has been decanted into the Kirkstyle Campus on Carron Avenue whilst building works for a new ECC and updating of the main building have taken place at Loanhead Primary, Dick Road. We will be moving back in February 2021. We have successfully kept our children achieving to their potential during this time. Almost all of the children have achieved, the level predictions the teachers made at the beginning of the session based on the previous year transition information. The majority of our children are achieving comparable to the national levels

.We are “Building Back Better” as we develop throughout this coming year our renewal of the curriculum and manage the return to schools during the pandemic. Our focus is on the three core subjects in Curriculum for Excellence building on the advances we have made over the past few years in literacy and numeracy, numeracy and mathematics and health and wellbeing. The school improvement plan focuses on developing and embedding further the advances in using ICT and Technology, we have already made over the last six months and also to ensure that we embed the good practice developed in numeracy and mathematics through the Active Numeracy programme. Furthermore there will be a focus on resilience, mental health supports and strategies to use when facing challenging times added into our health and wellbeing programme. On return to Loanhead the focus on STEAM subjects (Science, Technology, Engineering Art and Maths) will be further enhanced by our new STEAM room with resources to support the development of these areas. Scotland has been long known for it’s innovative and inventive nature and as we develop into the global economy a focus on how we develop the skills that we will need in the future is the focus and driver behind the skills development within the school over the next three years. Ensuring that we provide a high quality academic, skill and social education.

SECTION 6

Assessment

At Loanhead the staff participate in holistic moderation of children's work three times a year and include this overall assessment in the tracking and monitoring conversations held with the head teacher and ASN (Additional Support Needs) Co-ordinator. Formative assessment is an ongoing process that happens in all classes at all times. Any concerns are highlighted within the log book which is transferred to pastoral notes which helps build a clear picture of the child as they move through the session, Formative assessment helps the teacher build in support and challenge for pupils.

Reporting

Reporting formally to parents takes place in November (interim report), April (written report) and May (parent conversations). If a child has a child's plan additional meetings and reviews will take place at least and additional twice during the year and these may be in the form of telephone conversations under the current restrictions. Further discussions take place as necessary.

SECTION 7

The school website can be found using the following link:

<https://blogs.glowscotland.org.uk/ea/LoanheadPrimarySchool/>

We use the "**School App for Parents**" to keep our parents informed and this app can be found in your app store.