

St. Joseph's Primary School

'Fostering Excellence for All'

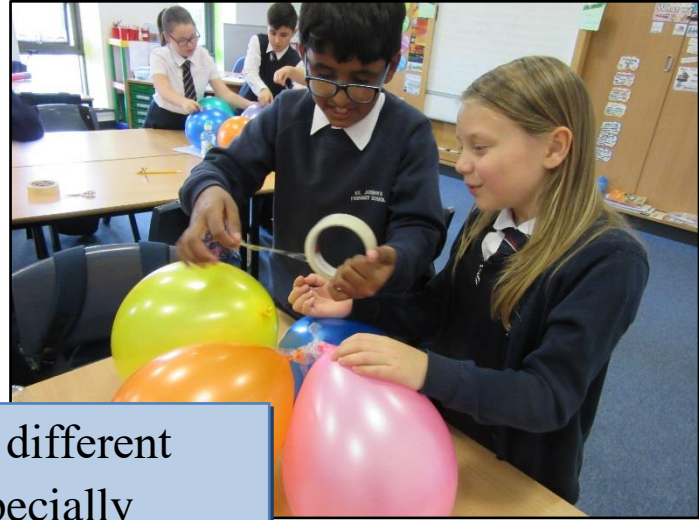


*School Handbook
2020 - 2021*



“Across the nursery and primary stages, children are happy, settled and enjoy warm, nurturing relationships with staff and each other. Children are polite, very well-behaved and proudly share information about their school and nursery class.”
(Education Scotland Inspection Report)





“We enjoy working in different working ways, and especially being together active” (P5 pupil)



“My children are very happy and enjoying the school experience which is offered to them. They are well supported and encouraged to participate to their full potential” (P1 and 3 Parent)



“Children play a very active part in the life of the school through a number of leadership roles including Eco and outdoor learning committee members, pupil council representatives, nursery buddies and as junior road safety officers.”
(Education Scotland Inspection Report)



ST. JOSEPH'S PRIMARY SCHOOL & NURSERY CLASS

PARK LANE

BLANTYRE

G72 9AS

TELEPHONE NO.: Blantyre (01698) 825121
FAX NO: Blantyre (01698) 712327
E-MAIL office@st-josephs-pri.s-lanark.sch.uk
WEBSITE ADDRESS: www.st-josephs-pri.s-lanark.sch.uk
DENOMINATIONAL STATUS: Roman Catholic



STAGES COVERED: Nursery: 3 & 4 year old children
 School: Primary 1 - Primary 7
 Co-educational

Present Roll	Nursery	43
	School	300

Operational Capacity of School	358
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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.

St. Joseph is one of the great saints of the Church. A humble and hard working carpenter he became the foster father of Our Lord.

St. Joseph has two feast days: March 18th: St. Joseph, husband of Our Lady.
 May 1st: St. Joseph, the worker.



Welcome to St Joseph's Primary School & Nursery Class
Head Teacher's Introduction



I am pleased to present our school handbook for session 2020/21. The information in this book will help you to learn more about St Joseph's Primary School and about how we can work together to provide the best possible care and education for our children.

The members of our school community: pupils, teachers and staff, share close relationships. Every member is a valued, respected and important member of a team, all taking a pride in themselves and in their school, all working to help our children to be the best they can be. Our school was inspected and the inspection team recognised ***“Warm, nurturing relationships between staff and children across the school”*** as one of the school's key strengths.

We are an integral part of the wider community. St Joseph's Primary School is part of a three-way partnership. We consider our parents to be our partners in the education of our children. The other partner is the Church. We respect your views and are very happy to listen. We ask parents to support and assist the school's aims and policies so that we can provide the best possible education for our pupils. 'Every voice counts' and our children's views are also very important. They are represented by their Pupil Council, Health and ECO Committee.

Our broad and balanced curriculum, as detailed in this handbook, is enhanced by the teaching of Spanish in primaries 1 – 7. There are many extra curricular activities for our pupils, such as Football, Netball, Cross Country, Athletics, Newspaper Club, Chess, Singing & Drama, an ICT club and an Art club – for boys and girls!

“At the primary stages, children are achieving very well through a wide range of sporting, enterprising and vocational opportunities which build confidence and develop skills in team work, communication and leadership.” (Education Scotland Inspection Report)

Parents are invited to the school on occasion throughout the year to discuss their child's progress with the class teacher and we are always happy to meet with parents at any other mutually convenient time. We also hope to welcome you on the many other occasions when we will share our children's talents e.g. at nativity musicals and school assemblies.

Each child is encouraged and motivated towards success by our dedicated staff; in a positive ethos of achievement, where success is celebrated. High but achievable standards of work and behaviour are set so that every child can fulfil his/her potential. Our achievement wall proudly displays a whole school record for all to see.

As partners in your child's education we welcome you into our school community and look forward to meeting and to working with you through the years ahead.

Yours sincerely

Jacqueline Ross
Head Teacher

“Across the school and nursery class, staff work very hard to ensure all children feel valued, supported and included. Children and their families speak very highly of the pastoral support they receive from staff in the school and nursery class.” (Education Scotland Inspection Report)

“St Joseph’s is a school which is second to none all due to the Head Teacher and her dedicated staff. So pleased my children go to St Joseph’s.”(P4 Parent)



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

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

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

The context for service delivery in Education Resources takes account of major national and local developments. These include a commitment to implement all aspects of the national programme, Curriculum for Excellence (CfE); a commitment to work in partnership with colleagues to meet the challenges of ‘Getting it Right for Every Child; and an awareness of the need to seek continuous improvement as we embark on a Journey to Excellence. Locally, the community plan, Stronger Together, and the ambitious outcomes for children within Education Resources’ framework of core policies help to inform the Resources Plan.

The aims of South Lanarkshire Council, Education Resources are shown on the back cover of the handbook.

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

The curriculum 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. This broad, general education will allow them to become successful learners, confident individuals, responsible citizens and effective contributors to life in the 21st century.

In taking this forward Education Resources will support schools, establishments and services to enable Curriculum for Excellence to be fully embedded, ensuring the best possible education for all children and young people.





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“The school has a very strong commitment to continuously improving the quality of its work, led by the vision and leadership of the highly effective headteacher.”

(Education Scotland Inspection Report)

Section 1: Establishment Aims

Aims

Our aim is to provide a quality education in a happy and supportive place of learning where pupils are taught the fundamentals of the Catholic faith and learn respect for all other creeds and religions. In co-operation with our parents we hope to enable our pupils to take a useful place in society. In school they are taught to be literate and numerate, develop knowledge about the world and their place in society and to have a knowledge and love of the arts and music. We try to discover and nurture individual talents, develop skills both physical and mental and foster enquiring minds so that children become independent learners.

In personal and social development we aim to help the children develop a healthy attitude to others both in school and in the community; to have respect for themselves, their peers, all adults and all with whom they come in contact irrespective of race/creed or colour.

SPIRITUAL, SOCIAL, MORAL AND CULTURAL VALUES



Religious Education is an important part of the school curriculum. ‘This is Our Faith’ and ‘God’s Loving Plan’ religious education schemes are used in primaries one – seven. These schemes are approved by the Diocese of Motherwell and aim to give pupils an understanding of scripture appropriate to their age as well as being concerned with the fundamental teachings of the Catholic Church. The Education for Love programme focuses on relationships and moral education. The

Parish Priest is a regular visitor to the school throughout the year. Preparation for the Sacraments of Reconciliation, Holy Communion and Confirmation are integral parts of the programme offered.

Rights of Parents / Carers

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

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

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

Equalities

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.

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.

The Parish Priest is Father Brian Lamb and he can be contacted at 01698 823896.



EQUAL OPPORTUNITIES AND SOCIAL JUSTICE

In St. Joseph's Primary School all children experience equality of opportunity. We expect the same standards of behaviour and work from girls and boys.

Learning and teaching takes place in all kinds of ways, within school and outside of it and children develop views and attitudes from their own experiences and the examples they encounter on a daily basis. In our school children are offered the same wide curriculum which ensures equal opportunities are available to both girls and boys. All children are treated with respect and are encouraged to treat each other with respect.

We ask for parents' co-operation to encourage children to develop attitudes to help them achieve their full potential unaffected by discrimination of any form.

We aim to encourage and motivate all pupils to be involved in all aspects of the curriculum and out of school activities. In the course of Personal and Social Development lessons (P.S.D.) children are educated to develop positive attitudes and personal social skills. P.S.D. courses are built on the principles of equality, justice, mutual respect and focus on issues such as:

- challenging stereotyped assumptions.
- raising self-esteem.
- fostering positive relationships.
- promoting cultural identity.
- acting independently and decision-making.
- taking responsibility for one's actions.
- working with others.
- rights and responsibilities.
- leadership.

“St Joseph's is a very welcoming school to children and parents alike. Thank you for the care and attention, dedication and commitment” (P3 Parent)



In the course of their primary years children will be immersed in the principles and practice of Equal Opportunity and with parents' help we aim to instil tolerance in our pupils so that they will be well balanced, caring pupils who will be able to take their place in a democratic society as responsible and caring citizens.

We show a commitment to counteracting prejudice and injustice whatever form it may take and it is the responsibility of the Senior Management Team to investigate and take action on any alleged incidents.

For further information: -

The Equal Opportunities Commission, Scotland
St. Stephen's House
279 Bath Street
Glasgow
G2 4JL

Tel. 08456015901 , Fax. 00141248 5834, e-mail. scotland@eoc.org.uk
or contact the Equal Opportunities representative at the School Tel. 01698 825121.

Equality and Diversity Impact Assessment

Schools and education establishments have a legislative duty to undertake an assessment of equality and diversity. This is the process of systematically assessing and consulting on the effects that a policy, process of strategy is likely to have on different groups in the community who might experience disadvantage/barriers in accessing services. The process includes monitoring the actual effects of the policy once it is put into practice. Policies do not affect everyone in the same way. By assessing in the early stages, any adverse impact can be identified and minimised.

Reporting of Racist Incidents

Schools take seriously any reported racist incidents. Within the school's approach to promoting positive discipline a record of all racist incidents is maintained and each incident fully investigated.

Schools are required to notify the local authority of all racist incidents.



TEACHING STAFF



Head Teacher	Mrs. J. Ross	
Senior Management Team	Miss Mullen	DHT
	Mrs. King	Principle Teacher

Class Teachers

R1 P1	Mrs Madden
R 2 P1	Mrs Dunn
R3 P2	Mrs Waddell
R4 P2/3	Mrs Connor
R 5 P3/4	Mrs Curivan
R6 P4	Mrs McKeen
R7 P5	Miss Usai
R8 P5/6	Mrs Campbell
R9 P6	Mrs Somerville & Marsella
R10 P7	Miss McCulley & Mrs Keenan
R11 P7	Miss Gourlay
Class Cover Contact	Mrs. Wharton



Nursery Staff	Mrs. MacKenzie & Mrs Keenan	E. Y. Teachers
	Mrs. Friel	E. Y. Team Leader
	Miss Tant	E. Y. Worker
	Miss Boyd	E. Y. Worker
	Mrs Smith	E. Y. Worker
	Mrs Magee	E. Y. Worker
	Mrs O'Hare	E. Y. Worker

Janitorial Staff	Mr. McGuire
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Support Staff	Mrs. Clements - Team Leader	School Support Assistant
	Mrs McClean	School Support Assistant
	Mrs. Carty	School Support Assistant
	Mrs. Maxwell	School Support Assistant
	Mrs Hendry	School Support Assistant
	Mrs Simpson	School Support Assistant
	Mrs Ross	School Support Assistant

Music Tutors	Mrs. Duffy & Mr Michael (John Ogilvie High School Music Dept)
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Learning Community

A learning community is made up of schools and education establishments from the area including the secondary school, primary schools, early years establishments, early years partners and schools and bases which provide specialist additional learning services. It is about working together to plan better outcomes for children and young people.

The learning community develops ways of working between establishments and with other agencies and organisations to ensure services are responsive, accessible and are delivered as effectively as possible.

Each learning community is managed by a Head of Education (Area).

The Head of Education for our area is Mr Stewart Nicolson.

Head of Pupil Support for Learning Community is Mrs Joanne Falconer.

SCHOOL MODERNISATION

As part of South Lanarkshire Council's investment in improving school buildings, our new school opened for pupils on 21st October 2010.

"The windows make our building light and this brightens our mood!" (P7 pupil)



SCHOOL HOURS / HOLIDAY DATES



MORNING:	START	9.00 a.m.
	INTERVAL	10.30 a.m. - 10.45 a.m.
	LUNCH	12.45 p.m.
AFTERNOON:	START	1.30 p.m.
	FINISH: (P1-P7)	3.00 p.m.

The Flying start date (when P1 pupils go into school for a full day) is Thursday 13 August 2020.

Pupils are encouraged to arrive at school in ample time for the beginning of morning and afternoon sessions. Late-coming should be explained by a note from parent/guardian.

At the back of this handbook you will find the current school holiday list for session 2020–2021.

EARLY YEARS/NURSERY CLASS

The school has a nursery which provides a learning environment for young children. Parents from any area may apply to attend the nursery class. To find out more about the nursery please contact the school. However, it should be noted that if you register your child for a nursery in a school this does not mean that they will automatically be enrolled at this school when they are ready to start primary school. All children who move from early years to primary education must register separately for school in the month of January.



St. Joseph's Nursery Class opened in August 2000 and can now accommodate 44 infants from 3 – 5 years. This is a term-time nursery, opening for morning from 9.15 am until 3.15 pm.

There are two nursery teacher – Mrs. MacKenzie and Mrs Kennan , five early years workers – Miss Tant, Mrs Smith, Mrs O'Hare, Mrs Magee and Miss Boyd and an early years team leader – Mrs Friel. For more information about the Nursery Class please do not hesitate to contact the Head Teacher in St. Joseph's Primary School on 01698 825121.

The Nursery Class has its own Handbook, if you would like a copy, please ask at the School Office.

“In the nursery class, staff know children well. They work to ensure parents are involved in their children's learning both through informal discussions and via regular parents meetings and termly reviews.” (Education Scotland Inspection Report)



ENROLMENT – HOW TO REGISTER YOUR CHILD FOR SCHOOL

If your child is starting school for the first time you must enrol your child at their catchment school in January. If parents want their child to go to another school, they must enrol in the first instance with their catchment school and ask for an information leaflet that provides details on how to make a placing request. Forms are available from the SLC website – www.southlanarkshire.gov.uk, schools, Q and A offices or by contacting Education Resources, Almada Street, Hamilton, telephone 01698 454102. Completed forms should be returned as soon as possible to Education Resources, Almada Street, Hamilton ML3 0AE.

Enrolment date for 2020 is week commencing 13 January 2020.

INDUCTION PROGRAMME FOR INFANT BEGINNERS

It is important that our children feel happy and secure in our school. We want them to know their teachers and their new friends before joining Primary 1. We want to form a partnership with the parents from the time of enrolment. We will organise a series of 3 half day visits for children and parents over a period of 3 weeks in May/June, before starting Primary 1 in August. Fun activities are set for the children, led by the class teacher and other teachers in the school. Parents have the opportunity to work with their child and to talk with staff and each other over a cup of tea. Guidance will be given on how to best prepare our children for starting school.

“Staff across the school successfully support children to settle as they move from stage to stage and from the nursery to P1 and P7 to secondary school” (Education Scotland Inspection Report)

TRANSFER 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 and on events designed to let P7 children visit the secondary school, meet up with other P7 children from other schools so that the transition period is as smooth as possible.

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 01698 454102.

The High School to which pupils will normally transfer is: -

St. John Ogilvie High School
Farm Road
Burnbank
HAMILTON
ML3 9LA
Telephone No. 727600



Pupils in P7 visit John Ogilvie High School in May. This is a full day visit. Parents are invited to a parents evening in October. Guidance staff from John Ogilvie High School visit the P7 pupils in June.

“_____ has enjoyed her 7 years at St Joseph’s and with the dedication and commitment of the staff, _____ is ready to take on the challenge of High School as a confident individual. Thank you to St Joseph’s Head Teacher, teachers and staff.”(P7 Parent)



Section 3: Curriculum

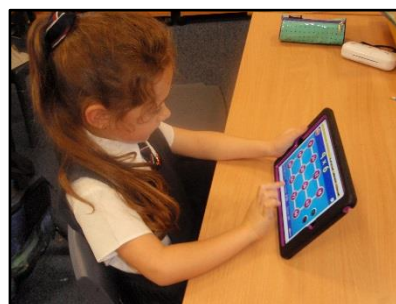
Curriculum for Excellence is the name given to the new curriculum in Scotland for all children and young people aged 3-18. It is a forward; looking, coherent, more flexible and enriched curriculum that provides young people with the knowledge, skills and attributes they will need if they are to flourish in life, learning and work, now and in the future.

The curriculum 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. This broad, general education will allow them to become successful learners, confident individuals, responsible citizens and effective contributors to life in the 21st century.

“Across all areas of the school, children receive a broad and balanced range of experiences. Staff are confident in using national guidance to plan suitable learning experiences across a range of subject areas.” (Education Scotland Inspection Report)

In taking this forward our school will work closely with South Lanarkshire Education Resources and other services to enable Curriculum for Excellence to be fully embedded, ensuring 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 curriculum 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 website www.curriculumforexcellence.gov.uk or www.parentzonescotland.gsi.gov.uk

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.

“The headteacher has gained the respect of children, parents, staff and the community. She knows and understands the needs of children and families, and has a clear focus on securing improvements for all children.” (Education Scotland Inspection Report)



School Improvement

Every school has an Improvement Plan, based on priorities as outlined by Education Resources but each school personalises this plan to show their own next steps towards improvement.

Priorities for Improvement for session 2016 – 2017 are:

- Improve achievement and attainment outcomes in all establishments annually
- Implement key aspects of Curriculum for Excellence in all schools
- Implement key aspects of legislative duties prescribed in revised/new legislation
- Process Getting it Right for Every Child (GIRFEC)
- Increase involvement in lifelong learning for young people and adults
- Progress the key themes of self-evaluation and leadership in all establishments

Importantly the school has carefully planned next steps to give the best opportunities for children to improve standards in literacy, numeracy and health and wellbeing. These are detailed in the school Improvement Plan. A copy of is on display for all to see. Parents may, of course, request their own copy. The Improvement Plan has been discussed at Parent Council meetings and they represent the parent forum. Any of our parents are very welcome to attend any of these meetings.

Language and Literacy

The ‘Oxford Reading Tree’ reading scheme” is used in Primary One to Primary three and ‘Literacy World’ is the reading scheme used from Primary four to Primary Seven.

“At the primary stages, children are making very good progress in English and literacy. Almost all children are confident in reading and are able to discuss their personal reading preferences.” (Education Scotland Inspection Report)

These schemes are designed to help teach both fiction and non-fiction reading, comprehension, language and writing skills and covers the range of genres.

Children are encouraged to express their ideas and findings both orally and in writing with attention given to the conventions of punctuation and grammar.

Our Writing Programme is used throughout the school to provide children with a wide range of writing opportunities.

“As a result of a whole school focus on story writing, most children at all stages are writing very effectively.” (Education Scotland Inspection Report)

A structured spelling programme (Nelson Spelling) is used to complement the various levels of “The Reading Programme” at the primary four to primary seven stages.

“Jolly Phonics” is a structured phonics programme used at P1 stage. Jolly Grammar Programme is used at P2 to P3 stage. The school and class library are used to teach reference skills and encourage children to develop an interest in good fiction.



Mathematics and Numeracy

The Mathematics Programme offers opportunities in Problem Solving and Enquiry, Information Handling, Number, Money and Measurement and Shape, Position and Movement through oral, practical and written work.

“All children value the increasing opportunities available to extend their mathematical skills through problem solving in real life contexts and outdoor learning.” (Education Scotland Inspection Report)

The “Scottish Heinemann” resource is used in Primary 1- Primary 7. This is supported by other programmes of study to ensure that “all pupils experience a coherent, continuous and challenging programme of work”.

Pupils progress through the programme according to their own experience and ability.

Social Studies, Science and Technology



Social Studies, Science and Technology aim to teach children about themselves and their local community as well as making them aware of their national heritage and the wider world. The content of the school programme is designed to meet these aims as well as giving opportunities to develop through the programme a wide range of concepts and skills.

Our school programme is designed to help the children to learn about, to learn from and to respond to their environment by encouraging them to use their own experience adequately. The topics chosen contribute to a balanced view of the environment and life through aiming to make the children more aware of themselves and others, through the study of communities past and present and through comparing natural with man-made environment in this age of high technology.

“At the primary stages, staff are ably supporting children to make links across their learning.”
(Education Scotland Inspection Report)

Expressive Arts

Expressive Arts has, as its main components, the studies of Music, Art, Physical Education, Dance and Drama. In teaching these subjects there is an obvious desire to improve skills but in addition we are concerned that in these areas children derive pleasure and are encouraged to develop an interest which eventually may extend into their leisure life.

“ABC” interactive music programme is used throughout the school. Children are encouraged to sing, make music, read music, listen to music and learn to appreciate a variety of musical stimuli. Primary Five pupils receive two ten week blocks of practical music from a music specialist. Junior/Senior pupils are also given the opportunity of receiving instrumental tuition from a music instructor from St John Ogilvie High School. In Art, “Smart Art” is used in all stages. This programme offers opportunities not just in painting and drawing but also in modelling, three dimensional work and collage making.

At various stages in their school lives, the programme in Physical Education, offers experience in games, swimming and athletics.

The drama programme offers opportunities in role play and other activities to complement the spoken language programme.

The Dance programme encourages the children to be creative and to develop technical skills. They have opportunities to perform and experience enjoyment.



Religious and Moral Education

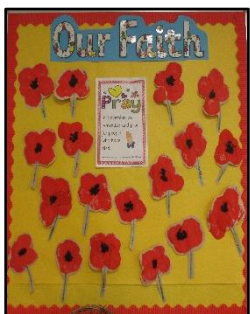
Religious Education plays a very important part in school life. This is “Our Faith” programme in conjunction with “Faith and Learning” is used to teach the doctrine of the Catholic Faith. “God’s Loving Plan” is the main resource used for teaching moral and sex education, Primary 1 to 7. The school and the priest work closely together especially when preparing the children for the sacraments.

Health and Well Being

The children are taught to have a healthy respect for their bodies and to learn how to care for them by being clean, eating proper food and exercising. In P6 & P7 the dangers of smoking and the abuse of other drugs, including alcohol, is featured as part of our programme.

The breadth and balance of our education for our pupils encompasses the education of ‘the whole child’ enabling them to develop in knowledge and understanding, in skills and attitudes concerning themselves – their own self-awareness and self-esteem, and concerning others – inter-personal relationships and inter-dependence as well as independence.

“Children know the importance of being physically active, work well together in groups and teams, and participate in a wide range of activities which promote a healthy lifestyle.” (Education Scotland Inspection Report)





Modern Language – 1+2 Languages

Spanish is taught to pupils in P 5, P 6 and P 7 and has now been introduced throughout the school. French is introduced in P 4 and this will begin a new modern language structure of children learning firstly Spanish and then French. The lessons are taken by our own specially trained teachers who are part of St Joseph's staff. The children enjoy learning the languages and about the culture of the countries.

Assessment

Teachers assess their children's progress on a daily basis by looking and considering what children do, make, write and say. In this way the teacher can plan the children's next steps in learning. Targets are set though personal learning planning and children discuss and select personal targets with their parents. Learning intentions are discussed in school with the teacher so that the children are fully aware of what they are going to learn and what they need to do in order to be successful.

More formal assessments of progress are made using previously agreed pieces of work. These, along with the teacher's professional judgement about his/her pupils' progress allow the teacher and pupil to agree the level they are working on.

The progress of all pupils is tracked by the Head Teacher and regular progress reviews with each class teacher helps the school to plan support for learning and to plan future learning.

Each teacher plans next steps in learning for individuals, groups and whole class situations on a daily, weekly and termly basis.

“Staff across the school are highly reflective and work hard together to do their best for all children.” (Education Scotland Inspection Report)

“In the primary classes, children benefit from a range of interesting, stimulating and well-planned activities to ensure their learning needs are met.” (Education Scotland Inspection Report)

ADDITIONAL SUPPORT FOR LEARNING NEEDS

“Staff are quick to identify and support any children who may be having difficulty with learning. They also respond sensitively and effectively to other factors which may affect learning, such as health problems or social and emotional issues.” (Education Scotland Inspection Report)

Getting it right for every child, (GIRFEC)

Getting it right for every child, (GIRFEC) is a national policy and programme which is implemented in Lanarkshire. The Scottish Government introduced GIRFEC as a long term programme; it is relevant to each and every child in Scotland, and reaches across children's and adults' services in the public and voluntary sectors to ensure there is firm commitment and drive towards achieving better futures for all of our children and young people.

GIRFEC promotes key values in working with children and their families across all agencies and is based on core components which will help bring these values about. The programme calls for all workers in health centres and hospitals, nurseries, schools and leisure centres, family centres, social work services and housing offices, and in the community to work together towards changes in culture, systems and practice that will help all children and young people to grow, develop and reach their full potential. Every child is a Special Child and both individual and special needs arise. Not all children will progress at the same rate or have the same ability. Careful and continuous assessment of each child's progress will inform the teacher of his/her next steps in learning and of any particular needs. This, along with good communication with parents and with other agencies, where relevant, will help build a profile of a child. Special needs are supported appropriately whether a child is experiencing learning difficulties, special difficulties or where a child is of a higher ability.

The best person to support the child who is experiencing difficulty is the class teacher. A specialist learning support teacher visits the school on a weekly basis to advise teachers, supply resources and work with small groups of pupils.



Children experiencing severe behavioural or learning difficulties can be referred, with parental consent, to an educational psychologist who is qualified to assess attainment and needs as well as supporting class teachers to devise appropriate programmes of work. Parents are invited to work in partnership with teachers to support special needs and are fully consulted with recommendations and decision making, in meetings and in review sessions when other support agencies are involved.



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

The Additional Support for Learning Act; Requesting an Assessment; Planning for Learning – ASP; Planning for Learning – CSP; Transitions; Future Planning; Information for Parents and Carers about moving on from school.; Inclusive Education; ICT Assessment; Visual Impairment Support; Early Years Specialist Support; Independent Adjudication

Getting it Right for Every Child (GIRFEC) was promoted and endorsed by the Scottish Government at the Children's Summit in 2010. There is a commitment to ensure that your child has the best possible start in life and to improve outcomes for children and families based on a shared understanding of their wellbeing. Most children make their journey from birth to the world of work supported by family and the universal services of Health and Education. The Named Person in education helps to make sure that the child's wellbeing is developing. The school will let you know the named person for your child. This is likely to be the head teacher in a primary school and the pupil support teacher in a secondary. If you have any concerns you should speak to the Named Person who will work with you to address any issues and to ensure that your child gets any help needed at the right time.

More information can be found on:

www.girfecinlanarkshire.co.uk and

www.scotland.gov.uk/gettingitright

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 was launched in March 2019 and supports the action in the Getting It Right for Every Child in South Lanarkshire's Children Services Plan 2017-20 – 'Develop an attachment strategy and to inform training for staff working with early years to secondary aged children and young people on attachment-informed practice'.

What does it set out to do?

The aim of the strategy is to promote better experiences of attachment for South Lanarkshire's children and young people and to ensure that all education practitioners understand the importance of attachment and 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 parents/carers which aim to share information on attachment theory and on how this can inform the ways in which we support children and young people.

These are available from schools and we have plans to make them available on-line.

“The school has well-established partnerships with a wide range of specialist agencies. These agencies provide valuable advice, training, further assessment and direct support to children where appropriate.” (Education Scotland Inspection Report)

“I am delighted with St Joseph's P.S. and with the wonderful opportunities it provides for my child. I feel very confident in the staff and feel that the quality of teaching is excellent. My child is happy and comes home from school enthused about what he has learned. (P3 Parent)”

EXTRA CURRICULAR ACTIVITIES



Pupils currently have the opportunity to take part in football, chess, athletics, orienteering, book 'n' blether, drama and singing and netball coaching sessions after school. There is Play Leader Training for P6 & P7 boys and girls. We have a newspaper club for P7 and various clubs led by our children. Instrumental tuition is provided by Mrs. Duffy and Mr Michael from St John Ogilvie High School.

"We love getting the chance to sing, dance and act – it helps with our confidence" (P6 pupil)

Children will have swimming lessons at Blantyre Sports Centre. There are opportunities for P1 - 7 children to take part in a range of lunchtime and after school activities throughout the year. Each year P7 boys and girls have the opportunity for a residential experience.



"No one gets left out, we're all involved in something" (P6 pupil)

Each year there is normally a Nativity Play and Summer Concert. The School Band perform at local venues e.g. Nursing Home/Asda Blantyre/Hamilton and Royal Concert Hall In Glasgow

All children are encouraged to be involved in sports e.g. swimming, running.

It is Council policy that school accommodation be made available, as far as possible, outwith school hours for use by the community. Such use by groups, clubs etc. will be in accordance with approved letting procedures and enquiries should be directed to the area community education office or the area office.

At present community groups use the school in the evening for: -

Continuing Education (Meetings etc.)

P.T.A.

Parent Council

Music Tuition

Instrumental music lessons are offered to children in a number of primary schools across South Lanarkshire Council through our Instrumental Music Service (IMS). Tuition is offered (based on capacity) on a variety of musical instruments, for example brass, strings, percussion, guitar or voice. Participation in a programme of instrumental music study can help children develop as successful learners, confident individuals, responsible citizens and effective contributors. Children who participate in instrumental music through tuition are often offered opportunities to further develop their playing by participating in extra-curricular activities through bands, orchestras and other ensembles.

Parents/carers, who wish their child to receive instrumental music tuition are required to make an annual contribution which is currently £180 based on a minimum of 30 lessons per academic year. Following a musical aptitude/suitability assessment, pupils entering P4 or P5 may be offered the opportunity to study a musical instrument. Through Youth Music Initiative funding, these pupils are exempt from paying the annual contribution detailed above for **one** academic year. Thereafter the annual contribution will apply for each consecutive year.

"Great to learn all these skills while we are still young and at primary. We can build on these when we go to High School." (P7 pupil)

“There are a number of effective systems in place to help the school identify its strengths and areas for improvement. Children, parents and partners are given a range of opportunities to contribute to this process and their views often influence school improvement in areas, including increased outdoor learning.”

(Education Scotland Inspection Report)



Section 4: Parental Partnership

HOME AND SCHOOL LINKS

The school is eager to maintain and develop links with parents on all aspects of school life. Parents are welcome to call at the school at any time during normal school hours, though a phone call in advance may be beneficial in ensuring that unnecessary waiting does not occur. Information and news of events concerning the school is disseminated to parents by letters brought home by the children.

Parents' evenings are held twice annually at which pupil progress can be discussed privately through the use of an appointment system. Public parental meetings are organised at various times to discuss with and give information to parents on a variety of curricular or religious issues.

The school plays an important role in the local community and has very close links with St. Joseph's Parish and associated organisations. In addition we enjoy good relationships with other local schools and churches, charitable organisations, youth organisations, sports clubs, the library, the community centre, environmental groups, nurseries, play groups etc.,

‘We are happy with St Joseph’s, the community ‘feel’ within the school, and the clear commitment of the staff.’ (P5 Parent)

PARENTAL INVOLVEMENT

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

Parents, carers and family members are by far the most important influences on children’s lives. Children between the ages of 5 and 16 children 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 a 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.

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

Some useful information contacts for parents to find out more on education are as follows:-

- Parentzone – www.parentzonescotland.gov.uk
- Engage Parent Forum – www.engageforeducation.org
- National Parent Forum for Scotland – www.educationscotland.gov.uk/parentzone
- South Lanarkshire Council – www.southlanarkshire.gov.uk



All parents of children at school are automatically members of the Parent Forum and are entitled to have a say in what happens at the school. Parents can also decide to form a Parent Council to represent them. Our school has a Parent Council and a copy of its constitution and what it does is available from the school.

What does the Parent Council do?

The school and the local authority are obliged to listen to what the Parent Council says and to respond to the issues raised. Parent Councils decide such things as :

- > how their Parent Council will be set up
- > what it should be called (Parent Council or other name)
- > what size it should be – e.g. in a very small primary school, all parents could be involved (no limit on size)
- > who should be a member of the Parent Council (majority of members must be parents)
- > how parents can join and support the school
- > how they can work together with the school and pupils to support children's learning
- > when the most convenient time is to hold meetings
- > What will be discussed at meetings – these might be topics such as school uniform, parking near the school, the school's anti-bullying policy, etc. However, it should be noted that a Parent Council cannot discuss issues attributed to individual pupils.
- > More interesting is how parents can play an active part in helping the school to take forward, Curriculum for Excellence.

Schools and establishments should be the first point of contact for parents who wish to discuss issues about their child. Our aim is to resolve issues at a local level. Education Resources wishes to promote liaison among schools, members of Parent Councils, parents/carers and with other services. We wish to provide advice and support to Parent Councils, parents/carers.



All enquiries and concerns received from parents are taken seriously. In order to ensure that enquiries are dealt with effectively contact should be made in the first instance with the school.

- | | | |
|---------------|--|--|
| • General | Bullying and related issues, care and welfare issues | parents@southlanarkshire.gov.uk |
| • Des Dickson | Classroom organisation and complaints
Parental Involvement, Parent Council:
procedural and administrative issues | 01698 454375
des.dickson@southlanarkshire.gov.uk |

Parental enquiries and concerns relating to parental involvement, class organisation, school transport, placing requests, property, additional support needs and inclusive education, and Early Years can be directed to the appropriate service manager:

- | | | |
|---------------------|---|--|
| • David Hinshelwood | School transport (mainstream), placing requests and property issues | 01698 454408
david.hinshelwood@southlanarkshire.gov.uk |
| • Lorna Kinsman | Inclusive Education Manager | 01698 454455
trevor.baxter@southlanarkshire.gov.uk |
| • Morag McDonald | Early Years Manager | 01698 454474
morag.mcdonald@southlanarkshire.gov.uk |

How can I find out more about education?

Some useful information contacts for parents to find out more on education are as follows:-

- Parentzone – www.parentzonescotland.gov.uk
- Engage Parent Forum – www.engageforeducation.org
- National Parent Forum – see parentzone website
- South Lanarkshire Council – www.southlanarkshire.gov.uk

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

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

Our 'pupil 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.

"I feel as a parent I am always well informed of every aspect of my child's progress and of the curriculum. The staff are always very approachable."(P4 Parent)



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 Parent Council and where appropriate consultation with parents, pupils and staff.

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

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

Support for parent/carers

Clothing grant

In certain circumstances the Council provides support to parents/carers for the purchase of school wear.

Application forms for clothing grant are available from the Council's website: 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).

THE SCHOOL UNIFORM FOR ST. JOSEPH'S PRIMARY SCHOOL IS:

Boys navy blue trousers, white shirt, navy blue pullover and school tie.

Girls..... navy blue skirt or pinafore, white shirt, navy blue pullover and school tie.

Navy blazers with the school crest are also available locally.

All children are advised to wear gym shoes, school polo shirt and shorts for P.E. in the interests of safety. Swimwear is required for Primary 6 & 7 on alternate years.



“Children are polite, very well-behaved and proudly share information about their school and nursery class.” (Education Scotland Inspection Report)



PROMOTING POSITIVE BEHAVIOUR

We make every effort to maintain a positive approach in encouraging a high standard of behaviour in our children. We do this by being an inclusive school, by concentrating on successes and by celebrating and rewarding achievement. We want every child to feel valued and to value every member of our school community. It is important to foster high self-esteem. The pupils are part of our whole team and they should feel that staff and pupils work in an atmosphere of mutual respect, to create and maintain a positive, safe and caring environment. We, staff and pupils, recognise our own rights and the rights of others. Positive feelings and attitudes are encouraged through talking together as, for example, in class ‘circle time’.

Within this framework there has to be self-discipline and school rules. The pupils are involved in drawing up class rules and school rules and therefore should feel an ownership and commitment to them. However if rules are not adhered to then there will be sanctions imposed. Class teachers operate their own sanctions, within our agreed discipline policy, for minor incidents, but will refer a pupil to the Head Teacher or Depute Head Teachers if the breach in positive behaviour continues or in the case of a more serious incident. When a sanction is imposed it is after discussion with the child concerned and sometimes with other children who have been involved, so that an accurate picture can be built up and so that the child sees any resulting action as fair. Parents will be informed on these occasions at the discretion of the Head Teacher, and may be invited to meet with the teacher or Head Teacher to discuss the incident. Working together we can plan ways to support the pupil towards more positive behaviour.

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

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

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

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

“At the primary stages, children are motivated and keen to learn. They answer questions enthusiastically and offer their views and opinions with confidence.”
(Education Scotland Inspection Report)

INCENTIVES TO PROMOTE POSITIVE BEHAVIOUR



Class teachers operate their own class reward systems, praise, prizes etc. to encourage good behaviour and work effort. School incentives are also in place to encourage our children. Each week a 'Star of the Week' is chosen by the class teacher and rewarded by the Head Teacher with a special certificate and surprise. At any time a child may be sent to the Head Teacher for a 'Special Mention' for good work, being kind etc. They receive a special sticker for their collection sheet and a 'special mention' at assembly. Details of these and other achievements are displayed on 'Our Achievements' wall for all to see. Children can earn 'Golden Time' each week as a reward for positive behaviour and effort. This is up to 30 minutes spent on an activity of their choice.

HOMEWORK

The work of the class is shared with parents through homework pieces set by the teacher. Homework tasks can be used as extra practice of skills being developed by the children in school and to research information to bring to lessons. Sometimes particular tasks are set in agreement with parents, to help children with a difficulty in their learning or to help catch up with work missed. Parents will be informed when their child is regularly failing to do homework.

ATTENDANCE AT SCHOOL

It is important for the school to work with parents in encouraging all children to attend school. All absences from school are required by law to be recorded. Absences will normally fall under two categories – authorised or unauthorised absence. In cases where your child is unable to attend school parents are asked to:-

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



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 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.

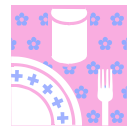
The school holiday dates and in-service dates are available from the website www.southlanarkshire.gov.uk

ATTENDANCE/ABSENCE DATA

The Regulations setting out information that needs to be included in school handbooks have been amended. This year the handbook does not include data on budgeted running costs or attendance and absence information. Budgeted running costs will no longer be included and attendance and absence figures are to be published every second year.

SCHOOL MEALS / SCHOOL MILK

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 £610 per month), Job Seeker's Allowance, Employment and Support Allowance (income related), Working Tax Credit and Child Tax Credit (where your income does not exceed £6,900 gross per annum as assessed by the HM Revenues & Customs), Child Tax Credit only (where your income does not exceed £16,105 gross per annum as assessed by the HM Revenues & Customs) or receive support under Part V1 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 (P4 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.

South Lanarkshire Council also offers a free Breakfast service, the service runs from 8.15am to 8.45am each school day.

Healthy eating is something that the school supports and a range of meals are available at lunchtime that meet the Schools (Health Promotion and Nutrition) (Scotland) Act 2007 and the Nutrient Requirements for Food and Drink in Schools (Scotland) Regulations 2008.



The menu consists of a three course meal and all meals include fresh chilled drinking water and milk will be available for those pupils entitled to free school meals through the free school meal eligibility scheme at morning break or lunchtime. Milk is also available for purchase to those pupils wishing to buy at morning break and lunchtime. The children also have access to unlimited bread, salad and vegetables to supplement their meal. Pupils in: Primary 1 - 3 receive a free school lunch and Primary 4 - 7 meal cost is £1.70

Milk is available free of charge to all nursery age children and is provided by the establishment.

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.

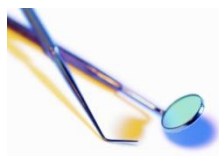
Employees in schools will receive training on allergies and will liaise with parents and NHS on any additional specialist training required.

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.



Section 5: Health and Safety

MEDICAL AND HEALTH CARE



Parents are requested to inform the school of any particular medical requirements their child might have. The Medical Examination of children is undertaken during each child's school life, normally in the first year of primary schooling, and then at ages 10/11 years and 13/14 years, by staff of the Lanarkshire Health Board. Parents may refer their child at other times to the Clinical Medical Officer for examination or advice. Dental inspections are also carried out on a regular basis in primary schools, and parents are offered any necessary treatment for their children, although they may choose instead to go to the family dentist.

A child who is taken ill, or has an accident in school is taken to the Medical Room. If the matter requires it, parents are contacted, either by home telephone number or, if necessary, through the Emergency Contact notified to the school. If it is not serious, parents would be expected to make arrangements for the child to be collected or brought home. A serious accident or illness would of course, require summoning of medical aid - parents would be informed of this immediately.

It is vital that the school has a current emergency contact number for each child.

ADMINISTRATION OF MEDICINES

Your co-operation is asked for in ensuring that the utmost care is taken with regard to medicines being brought to school. There is a potential overdose problem with regard to the intended recipient of the medication and also a danger that another child might accidentally take a substance with adverse results. In the interest of health and safety you are asked to observe the following guidelines.

If at all possible please administer medicines at home.

If a child must receive medicine during the school day then try to arrange for a responsible adult to bring the medicine to school and administer it.



If neither of the above arrangements are possible and you wish a member of staff to supervise the administration of a medicine, please contact the office and complete appropriate form.

It is necessary to contact the headteacher if your child carries an asthmatic inhaler.

These guidelines are not intended to be unhelpful but sensible precautions intended to prevent potentially dangerous situations.



CHILD PROTECTION PROCEDURES

All staff in educational establishments in South Lanarkshire Council are required to receive an annual update and follow the advice and guidance contained within the Education Operating Procedures. All staff must also complete a Learn on Line Course “Child Protection in Education”. The shared vision for Lanarkshire’s children is: “all children and young people in Lanarkshire have the right to be cared for and protected from abuse and harm in a safe environment in which their rights are respected.” All agencies will work together in a collaborative way to promote the safety and wellbeing of children and young people in Lanarkshire.

The Chief Officers and Child Protection Committees of North and South Lanarkshire Council’s are the driving force for ensuring that agencies individually and collectively work to protect children and young people as effectively as possible.

The Council has a duty in law to report suspicions that a child has been abused or is at risk of harm, in terms of the Children (Scotland) Act 1995. Therefore, Council staff have a professional and contractual obligation to report concerns to the head of establishment or the child protection coordinator immediately.

Education Resources staff and visitors from other agencies and services are required to follow these Child Protection Procedures to protect and support children and to fulfil their professional obligations to report all allegations or suspicions of child abuse.

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

The Council has produced an information leaflet – ‘stay safe’ for parents/carers on how to help ensure their child is safe when using the internet and mobile devices.

Copies are available from the school or the web: www.southlanarkshire.gov.uk

TOWARDS A SAFER SCHOOL

St. Joseph’s Primary School places a strong emphasis on pupil safety and parents may wish to know that an adult presence is provided in playgrounds at break times in terms of the Schools (Safety and Supervision of Pupils) (Scotland) Regulations 1990.

***“I think that St Joseph’s is a lovely school, with staff that children and parents alike can approach. The staff all through the school work to ensure the well being of the children.”
(P5 Parent)***



Section 6: Transport

TRANSPORT

General

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 obtain an application form from the school or Education Resources, Hamilton, telephone 0303 123 1023 or web www.southlanarkshire.gov.uk. 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 paid 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. For more information on school transport contact Education Resources telephone 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. Where there is a request to place a child under school age in a school within the local catchment area they may receive transport in line with the Council's transport policy.

Any information on transport appropriate to the school should be mentioned.



Children Attending St. Joseph's Primary School

At present transport is provided for two categories of pupils attending St. Joseph's Primary School: -

- a.) Certain children from Priory Bridge area
- b.) Certain children on medical grounds

At present the contractor, S & H, operate a service for the children from Priory Bridge/Buller Crescent/Calderglen area. The children are normally supervised coming off and going onto the bus before and after school.

Information to proposed transfer of school

Children and young people may transfer school for a number of reasons such as families moving house, parental choice etc.

If you are proposing a change of school for your child please provide as many contact details as possible in relation to the new school so that we can ensure a smooth transfer of information relating to your child.

This will help us all to ensure the continued wellbeing of your child.

Section 7: Other Information

INFORMATION IN 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 if this happens. We shall keep you in touch by telephone, text, where appropriate, letters, web news and through local radio stations particularly if there are prolonged periods of severe weather. The Council's website www.southlanarkshire.gov.uk will be used to let you know if the school is closed and when it will re-open.

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, please contact the school or Education Resources, Operations Service, Almada Street, Hamilton. (Telephone 01698 454545) or email us at: education@southlanarkshire.gov.uk or visit the website www.southlanarkshire.gov.uk

Your commitments

We ask that you:

- support and encourage your child's learning
- respect and adhere to the schools policies and guidance
- let the school know if you change your mobile/telephone number and/or address
- enjoy and take part in school activities
- 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.

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:

(i) 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 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.

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

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

Using your personal information

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

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

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

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

Information we collect at other times

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

- When 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 you wish to participate in activities or support for young people through our youth centres, or through adult learning programmes within the community, we will also ask for your personal information to support your application. This may include information about family circumstances or medical conditions.

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;
- 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.



MULTI-STAGE (COMPOSITE CLASSES)

“Multi-Stage or Composite classes consist of pupils who entered primary at different dates. Usually there are two single stages represented in a composite class but it is not uncommon, especially in rural areas, to have more than two stages represented. The range of attainment in a composite class is likely to be similar to that in a single-stage class since groupings will have been made on the basis of educational attainment across the different stages represented.

Composite classes are normally formed on the basis of language and/or mathematics working groups. This means that pupils working broadly at the same pace and level in language and/or mathematics are grouped together.

The above statement sets out the South Lanarkshire position on composite classes. Composite classes will contain no more than 25 pupils.

Composite classes are formed in St. Joseph's when they are a numerical necessity and it would appear that they will feature prominently in future arrangements for the foreseeable future.

Staff will give every care and attention to ensuring that class organisation facilities are conducive to appropriate learning and teaching.

A booklet on “Classroom Organisation” has been produced by South Lanarkshire Council and is available on request from the school.

INTEGRATED CHILDREN'S SERVICES

Education Resources is a key partner in developing an approach which promotes the delivery of better integrated services to children, young people and their families.

Our vision for children and young people in South Lanarkshire is to ensure that they live in a community where they feel safe, included, nurtured and respected. They should be part of a society where they have the opportunity to maximise their full potential and have access to good quality health, education and leisure services and to have co-ordinated support for the most vulnerable.

Learning communities will strengthen the integration agenda at both strategic and local levels to enable a more collaborative approach in delivering services to all children.

A support team for Integrating Children's Services works across four education areas, and within the Council, enabling all services to children and families to plan and work together, to achieve our vision.



PARENT-TEACHER ASSOCIATION

One of our school's aims is to promote partnership between parents and school. Parents are encouraged to take part in the life of the school and are viewed as equal partners in their child's education. Parents organisations include: -

A Parent Teacher Association is engaged in a range of activities throughout the school year. The committee meets on the first Wednesday of each month in the school and the Annual General Meeting is held in September. This gives new parents of Primary 1 children a chance to become involved in the life of the school.

All parents are asked to support the P.T.A. functions. These functions greatly enhance the life of the school both socially and financially.

Some of the functions which the P.T.A. have organised include: -

Bingo Nights, P.T.A. Dance, Family Fun Night, Children's Christmas Treat, Book Fair, Race Night, P7 Leaving Treat and Christmas Fayre.

Information about the PTA can be obtained from any of the committee members including the following office bearers:

President: Mrs C. Davidson c/o St. Joseph's P.S. Glasgow Road BLANTYRE	Secretary: Miss C. Devlin c/o St. Joseph's P.S. Glasgow Road BLANTYRE	Treasurer: Mrs. Suzanne Kelly c/o St. Joseph's P.S. Glasgow Road BLANTYRE.
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Data Protection Act 1998

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 Data Protection Act 1998 with South Lanarkshire Council defined as the data controller. The Council have established a data protection policy that applies to all of its schools. For more information please contact the school.

DISCLAIMER

Although this information is correct at time of printing, there could be changes affecting any of the matters dealt with in the document before the commencement or during the course of the school year in question and in relation to subsequent school years.

We will do all we can to let parents know about what is going on in our school.

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

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 literacy, 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 on the following:

Education

Health

Young People

Children (Scotland) Act 1995

Standards in Scotland's Schools (Scotland) Act 2000

Education Resources

Proposed

School holiday Dates Session 2019/2020

Break	Holiday dates		
First Term	<i>Teachers In-service</i>	<i>Tuesday</i>	<i>13 August 2019</i>
	<i>In-service day</i>	<i>Wednesday</i>	<i>14 August 2019</i>
	Pupils return	Thursday	15 August 2019
September Weekend	Close on Re-open	Thursday Tuesday	26 September 2019 1 October 2019
October Break	Close on Re-open	Friday Monday	11 October 2019 21 October 2019
	<i>In-service day</i>	<i>Monday</i>	<i>18 November 2019</i>
Christmas	Close on Re-open	Friday Monday	20 December 2019 6 January 2020
Second Term			
February break	Close on Closed on	Friday Monday and Tuesday	7 February 2020 10 February 2020 11 February 2020
	<i>In-service day</i>	<i>Wednesday</i>	<i>12 February 2020</i>
Spring break/Easter	Close on Re-open	Friday Monday	3 April 2020 20 April 2020
Third Term			
Local Holiday	Closed	Monday	4 May 2020
	<i>In-service day</i>	<i>Tuesday</i>	<i>5 May 2020</i>
Local Holiday	Close on Re-open	Thursday Tuesday	21 May 2020 26 May 2020
Summer break	Close on	Wednesday	24 June 2020
Proposed in-service days	Tuesday 11 August 2020 and Wednesday 12 August 2020 Pupils return Thursday 13 August 2020		

Notes

- ◆ Good Friday falls on Friday, 10 April 2020
- ◆ Lanark schools will close Thursday, 11 June 2020 and Friday, 12 June 2020
- ◆ Schools will close at 2.30pm on the last day of terms 1 and 2 (Friday, 20 December 2019 and Friday, 3 April 2020)
- ◆ Schools will close at 1pm on the last day of term 3 Wednesday, 24 June 2020

Education Resources

Proposed

School holiday Dates Session 2020/2021

Break	Holiday dates		
First Term	<i>Teachers In-service</i>	<i>Tuesday</i>	<i>11 August 2020</i>
	<i>In-service day</i>	<i>Wednesday</i>	<i>12 August 2020</i>
	Pupils return	Thursday	13 August 2020
September Weekend	Close on Re-open	Thursday Tuesday	24 September 2020 29 September 2020
October Break	Close on Re-open	Friday Monday	09 October 2020 19 October 2020
	<i>In-service day</i>	<i>Monday</i>	<i>16 November 2020</i>
Christmas	Close on Re-open	Tuesday Wednesday	22 December 2020 6 January 2021
Second Term			
February break	Close on Closed on	Friday Monday and Tuesday	5 February 2021 8 February 2021 9 February 2021
	<i>In-service day</i>	<i>Wednesday</i>	<i>10 February 2021</i>
Spring break/Easter	Close on Re-open	Thursday Monday	1 April 2021 19 April 2021
Third Term			
Local Holiday	Closed	Monday	3 May 2021
	<i>In-service day</i>	<i>Thursday</i>	<i>6 May 2021</i>
Local Holiday	Close on Re-open	Thursday Tuesday	20 May 2021 25 May 2021
Summer break	Close on	Thursday	24 June 2021
Proposed in-service days	Tuesday 10 and Wednesday 11 August 2021 Pupils return Thursday 12 August 2021		

Notes

- ◆ Good Friday falls on Friday, 2 April 2021
- ◆ *Lanark schools will close Thursday, 10 June 2021 and Friday, 11 June 2021*
- ◆ Schools will close at 2.30pm on the last day of terms 1 and 2
(Tuesday, 22 December 2020 and Thursday, 1 April 2021)
Schools will close at 1pm on the last day of term 3 Thursday, 24 June 2021





USEFUL ADDRESSES

Tony McDaid
Executive Director, Education Resource
South Lanarkshire Council
Council Offices
Almada Street
HAMILTON
ML3 0AA

EDUCATION RESOURCES HELPLINE
Tel. No. 01698 - 454545

S. Nicolson
Head of Learning Community
South Lanarkshire Council
Council Offices
HAMILTON
ML3 0AA

EDUCATION RESOURCES HELPLINE
Tel. No. 01698 - 454468

Jeanette Brown
Q & A Office
John Street
BLANTYRE G72

Tel. No. 527474

School Clinic
Health Centre
Victoria Street
BLANTYRE

Tel. No. 01698 - 826331

School Dentist
Health Centre
Victoria Street
BLANTYRE

Tel. No. 01698 826331

Dr. K. Ray
Associate Specialist Child Health
Department of Community Health
Udston Hospital
Farm Road
Burnbank
HAMILTON
ML3 9LA

Tel. No. 01698 - 826770

Councillors for Coatshill/Low Blantyre

Mr Hugh Dunsmuir
Council Offices
Almada Street
Hamilton ML3 0AA

Tel. No. 01698 454133

Mr John McNamee
Council Office
Beckford Street
Hamilton ML3 0AA

Tel. No. 01698 454540

Mr Bert Thomson
Council Office
Beckford Street
Hamilton ML3 0AA

Tel. No. 01698 455083

Mo Razzaq
Council Office
Beckford Street
Hamilton ML3 0AA

Tel. No. 01698 454



“We get lots of opportunities to take part in clubs and activities, everyone can get involved!” (P6 pupil)

“My child has had another great year at school. He is growing in confidence”
(P4 Parent)



“I’ve had a go and I feel much more confident now!” (P7 pupil)



“We love music and learning to play an instrument, we have our own school band where we all get to perform, we even get to take part in competitions- it’s a great experience!” (P7 pupil)



“My daughter has thoroughly enjoyed her time in St. Joseph’s and has done since P1. She is clearly receiving a positive learning experience in this school” (P7 Parent)



A Charter for Catholic Schools in Scotland

The mission of the Catholic school is to develop as a community of faith and learning, providing the highest quality of education, and offering formation through the promotion of Gospel values, through celebration and worship, and through service to the common good.

All Catholic schools in Scotland, in honouring Jesus Christ as the Way, the Truth and the Life, will feature the following characteristics:

- a commitment to the integrated education and formation of the whole person, in close partnership with parents as the first educators of their children;
- an inclusive ethos which aims to honour the life, dignity and voice of each person, made in the image of God;
- a commitment to the search for wisdom in life and to the pursuit of excellence, through the development of each person's unique God-given talents;
- a commitment to the spiritual formation of the school community, through the shared experience of prayer and liturgy, and in partnership with local parishes;
- the provision of religious education programmes which will enable young people to develop their understanding of Gospel values and of how to apply them to life;
- a commitment to uphold the moral teaching, faith tradition and sacramental life of the Catholic Church;
- a commitment to communicate Catholic social teaching and thereby to promote social justice and opportunity for all;
- a commitment to ecumenical action and the unity of Christians;
- the promotion of respect for different beliefs and cultures and for inter-faith dialogue;
- a commitment to support the continuing professional and spiritual development of staff.

All staff appointed to a Catholic school are expected to support and promote the aims, mission, values and ethos of the school, as illustrated in this Charter.