



From mountain to sea

Newburgh Mathers School

Handbook

2017/18



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Introduction to Newburgh Mathers School

Welcome to Newburgh Mathers School. As Head Teacher, I hope that the partnership between home and school will be productive and enjoyable and that your child settles and enjoys his/her time with us.

We take pride in the fact that this is a happy and industrious school with a real sense of partnership in your child's learning journey. We value the importance of sharing your child's progress with you. This handbook aims to explain how that partnership develops successfully through help, support and expectations. Early communication from parent or school will help to promote this partnership also.

We hope you find this handbook informative.

Sinéad Lindsay (Mrs)

Head Teacher

Please note that whilst all information within this handbook is correct at the time of printing. It is possible that some items may change during the course of the year.

School Contact Details

Sinéad Lindsay	01358 789283
Newburgh Mathers School	www.newburghmathers.aberdeenshire.sch.uk
School Road	newburghmathers.sch@aberdeenshire.gov.uk
Newburgh, ELLON	Twitter: @NewburghM
AB41 6BT	
Parent Council Email:	newburghmathersparentcouncil@gmail.com

Adverse weather and emergency closure

<https://online.aberdeenshire.gov.uk/Apps/schools-closures/>

Information Line 0370 054 4999 (PIN 022350) (Please do not use this line to leave messages for the school.)

Newburgh Mathers School is a non-denominational school with a role of 154 including Nursery children. The school serves the Newburgh catchment area.

Devolved budgets are managed in accordance with authority guidelines in order to support planned improvements in the school.

The School Day

School: Monday – Friday 9:00am – 3:15pm Lunch: 12:30pm – 1:30pm
 ELCC A: Monday – Friday 9:00am – 12:10pm
 ELCC B: Monday – Friday 12:20pm – 3:30pm

Our Staff Team

Head Teacher Mrs Sinéad Lindsay

<p>Class Teachers</p> <p>P1 Mrs G Black P2 Miss M Anderson P3 Miss C Buchan P4/5 Miss E Watson P5/6 Miss H Taylor P6/7 Mrs A McNeill</p> <p>Non-contact cover Mrs L Taylor</p> <p>Additional Support Needs Ms Corine Kooij</p>	<p>Early Years Staff</p> <p>Lead Practitioner Ms Jennifer Neil</p> <p>Practitioners Miss Kelsie Boak Mrs Amanda Finnie</p>
<p>Pupil Support Assistants</p> <p>Mrs M Macdonald Mrs J Cadger Mrs J Rogahn</p>	<p>Administration Staff</p> <p>Ms C Dawson Mrs M Macdonald</p> <p>Janitorial Staff Mr D Simpson Mr Mike Birnie</p>

Specialist teachers also help with the delivery of Drama, PE and Modern Languages. We have a visiting Additional Support for Learning teacher who provides support for learners two days per week. The school also works closely with a range of other support agencies and volunteers in order to provide the best possible experience for children with additional support needs.

Our Active Schools Coordinator provides a range of additional active and sporting activities for the children.

Our Vision, Values and School Ethos

Newburgh Mathers School Aims and Statement of Values communicate our philosophy and beliefs for Newburgh Mathers School community.

Newburgh Mathers – a School in its Coastal Community

At Newburgh Mathers School, with the involvement of the whole school community, we enable our learners to know, to do, to be and to live together¹.

We value:

- The participation of all children in planning for their learning
- Respect for each other
- Celebration of diversity
- The development of resilience and determination
- High expectation and achievement for all
- Leadership for learning at all levels

Our broad general education aims to ensure our learners reach their potential through a wide variety of rich and challenging activities that deepen their learning and give opportunities for achievement in, through and about their local, national and global environment.

The children chose to express the values as follows:

P4 – P7: Respect, Rights, Responsibility

P1 – P3: Behave, Be Clever, Be Healthy

¹ (UNESCO, 1972) (UNESCO, 1996)

Curriculum

At Newburgh Mathers School, we aim to provide a curriculum that is both inclusive and ambitious for all – a curriculum which is both academically challenging and also provides opportunities to develop skills for learning, life and work.

Our curriculum will be based around the four capacities of Curriculum for Excellence – to ensure our pupils are successful learners, confident individuals, effective contributors and responsible citizens. Our curriculum will also reflect the principles of curriculum design to ensure breadth, depth, personalisation and choice, challenge & enjoyment, progression, coherence and relevance. Therefore we will have a curriculum which we will adapt continuously over time to meet the needs of our pupils.

Following the principles of Curriculum for Excellence, achievement of children and young people is celebrated in its broadest sense. This means looking beyond formally assessed learning, to also recognise activities like volunteering and participation in arts, sports and community-based programmes. This approach complements the nurturing and aspirational outcomes of Getting It Right for Every Child, and our aim in Aberdeenshire to overcome inequality by Raising Attainment for All, promoting Equity and Excellence in schools, and Closing the Gap.

Our Curriculum Plan for the Early to Second level runs on a progression developed over three years. The experiences and outcomes for the curriculum are built up from the Nursery to P7. The curriculum is also planned across each term to ensure breadth, challenge and progression. Class teachers work together to ensure that planned experiences take account of previous learning. Learners at Newburgh Mathers School are heavily involved in planning for their learning with the class teachers dependent on the set of outcomes indicated for the particular time of year.

Please see our cluster Curriculum Policy on our website:

www.newburghmathers.aberdeenshire.sch.uk/curriculum-policy-cluster/

Development of Spiritual, Moral, Social and Cultural Values

In our school we are committed to providing appropriate opportunities for the development of pupils' spiritual, moral, social and cultural values through both the ethos and the curriculum. This will be undertaken in partnership with parents and will take account of the individual needs of pupils and the views of parents.

Our school welcomes and encourages diversity and individuality, while emphasising our common commitment to moral values such as honesty, respect for others, compassion and justice. It is a fundamental principle of our school that all who are involved in the life of our school has the right to be respected as individuals and carry the responsibility to act in a considerate and respectful manner towards others. We implement the Council policy for Equal Opportunities and ensure that all pupils have access to the full range of educational experiences available within the resources of the school. We are firmly committed to the elimination of any form of discrimination on the grounds of age, race, religion, gender, sexuality or disability.

Extra-Curricular Activities

At Newburgh Mathers School, there are a number of extra-curricular activities running through the week. These are run by volunteers in the community with the support of the Active Schools Co-ordinator:

Tuesday	Netball
Wednesday	Art Club
Thursday	Junior Jog Scotland
Friday	Badminton

Please contact the school to find out how to join the clubs. Please note that these clubs are subject to change.

1 1+2 Approach to Language Learning in Aberdeenshire

The Scottish Government has introduced a policy 'Language Learning in Scotland: A 1+2 Approach'. Children are growing up in a multilingual world and to allow them to take their place as global citizens, they need to be able to communicate in many settings. This approach entitles every child and young person to learn two languages at school in addition to their mother tongue language.

At Newburgh Mathers School, the first foreign language is French. This language will be learned from P1 (in Primary School) through to S3 (in secondary school). Spanish has now been introduced at Newburgh Mathers and is currently taught by our visiting specialist teacher of languages from P4 to P7.

If you would like your child to access Gaelic Medium Education and they have not yet started to attend a primary school you can make a request for an assessment of need for Gaelic Medium Primary Education (GMPE). For more information, please go to:

<http://aberdeenshire.gov.uk/schools/information/gaelic-in-schools/>

The parent or carer of any child or young person can make a request for their child to attend to any school which offers GMPE. This will enable your child to be taught by specialist staff. As there are currently no schools in Aberdeenshire which have GME provision learners are transported to school in Aberdeen City.

2 Further Information

Further information on the schools approach to Curriculum for Excellence including information for parents, can be found on the school website at www.newburghmathers.aberdeenshire.sch.uk

More general information on Curriculum for Excellence and the new Qualifications can be found by clicking on the hyperlinks below.

Policy for Scottish Education:

<https://education.gov.scot/scottish-education-system/policy-for-scottish-education>

Early Learning and Childcare:

<https://www.education.gov.scot/scottish-education-system/Early%20learning%20and%20childcare>

Broad General Education (Pre school – S3):

<https://education.gov.scot/scottish-education-system/Broad%20general%20education>

Senior Phase and beyond (S4 – 16+):

<https://education.gov.scot/scottish-education-system/senior-phase-and-beyond>

National Qualifications:

<https://education.gov.scot/nationalqualifications/>



Assessment and Reporting

Pupils move through the curriculum at their own pace. Assessment will focus on **how well** and **how much** pupils are learning and not just how quickly they move through all the experiences and outcomes.

Progress will be evidenced using a variety of approaches that best reflect the learning that has taken place, and will track the skills that your child or young person is developing. There are four main ways in which pupils will be assessed in the **Broad General phase (pre-school – S3)**:

‘SAY’ where a pupil may have presented to the class or teacher.

‘WRITE’ where a pupil may have some written evidence e.g. end of unit/topic.

‘MAKE’ where a pupil may have created a model or poster.

‘DO’ where pupils may act out a scenario or conduct a class vote.

Assessment is ongoing throughout the Broad General phase and is a continuous process which influences the goals set for your child. Assessment can take many forms including observation, sampling of work, presentations, portfolios, performance, self & peer assessment as well as tests.

From August 2017, new national standardised assessments are being introduced as part of the National Improvement Framework, where every child in P1, P4, P7 and S3 will undertake assessments covering aspects of reading, writing and working with numbers over the course of the school year.

Assessments will be completed online and will be automatically marked by the online system, giving teachers immediate feedback to help children progress. This will also help teachers to judge how well children are doing and plan next steps in their learning. For more information please go to:

<http://www.gov.scot/Resource/0051/00510590.pdf>

Throughout this time, parents will receive regular updates through events in school, two written reports and the opportunity to meet informally and formally with teachers and support staff (see school calendar in APPENDIX).

Pupils have responsibility for maintaining their pupil profile which involves them pulling together their strengths, achievements both inside and outside of school to help them understand what they are learning and support planning for future learning. Currently, this information is being built on the children’s Glow blog from P4 to P7 whilst the children in P1 to P3 are using Book Creator to record their achievements.

Parents and carers are encouraged to contact the school at other times throughout the year to discuss their child’s progress.

Further Information on Assessment, Reporting & Profiling can be found on Parentzone:

<https://education.gov.scot/parentzone/learning-in-scotland/assessment-and-achievement>

Transitions (Moving On)

We understand that transitions especially at Pre-School, P1 and S1 stages can be anxious times for parents and pupils. At Newburgh Mathers School we have arrangements in place to support transitions and these are outlined below.

From Home to Nursery

In order to support and ease transition into early years setting, we arrange a series of induction events / meetings / Come and Play sessions for you and your child. These events are planned to allow you and your child to become familiar with the early years setting, to meet staff, to meet with the other children and to find out about life in early years and what you can do to support your child's transition into the early years setting. A major part of this process involves parents sharing information about their children's needs and you will be asked to complete a number of forms regarding your child's specific needs. Any other early years setting which your child attends will forward transition information regarding your child's needs and their learning journey.

From Nursery to Primary School

Where parents have concerns regarding their child's entry to P1, they should discuss this with the nursery team in the first instance who will be able to offer support and guidance.

In order to support and ease transition into P1, we arrange a series of induction events/meetings for you and your child. These events are planned to allow you and your child to become familiar with the school building, to meet staff, to meet with the other children including your child's buddy and to find out about life in school and what you can do to support your child's transition into P1. The induction process starts in your child's pre-school year, with P1 staff arranging to visit your child in their pre-school setting wherever possible in order to begin to get to know your child.

Induction meetings are arranged for parents between April and June in order to share information about starting school and how you can help your child at home. The planned events also provide an opportunity for parents to meet their child's teacher and Named Person (the Head Teacher at Newburgh Mathers School) and to ask any questions or share any information about your child's needs which will help support them through any transition.

At these induction meetings, parents are issued with a range of materials designed to support children's learning at home and parents are asked to complete a range of forms to gather information about e.g. your child's medical needs, contact addresses, special needs etc.

Our prospective P1s also have the opportunity to come into class for a series of induction sessions around May/June. This allows the children to begin to get to know their classmates and their teacher as well as familiarising themselves with the school buildings and classroom routines.

Parents are also invited to join their P1 children for a school lunch.

Information communicating details of P1 induction arrangements along with dates will be communicated directly to prospective P1 parents around April.

From Class to Class

For some children, the thought of moving onto their next class/teacher can also be an anxious time. Again, we have structures in place to support these transitions. Teachers share planning and work together on school improvement projects helping to ensure a commonality of expectations and approaches. Time is arranged for teachers to hand over information regarding the learning needs of the pupils transferring from class to class. Around June of each year “step up” time is also arranged where pupils can meet their next teacher and their classmates. Opportunities throughout the year for children to work on joint projects, e.g. enterprise challenges help to ensure that the children have opportunities to work with other staff and pupils.

If you have any particular concerns regarding transitions, please make an appointment to see the head teacher.

From Primary School to Secondary School

Most children from Newburgh Mathers School attend Ellon Academy in Ellon. (Telephone Number 01358 720715).

Newburgh Mathers School is part of the Ellon Community Schools Network.

An induction programme for P7 is in place to help ease the transition into S1. P7 pupils will spend three days at Ellon Academy towards the end of the summer term. Further information is communicated to parents about the induction calendar for secondary school around February each year. Parents also have the opportunity to visit Ellon Academy where information will be shared and questions can be asked.

Liaison between Newburgh Mathers School and Ellon Academy is very good. During the P7 year, pupils have opportunities to join with P7 pupils from the other Ellon Community Schools Network. Transition art projects, sports festivals, trips and other ad hoc activities are arranged for P7 pupils to get together.

Information about our P7 pupils is shared with guidance staff at the academy to help support appropriate continuity of education. Parents are welcome to attend these information sharing meetings, especially when additional support has been provided previously.

Ellon Academy staff also visit our pupils in Newburgh Mathers School where information is shared and questions can be asked.

Visit Parentzone for more information about transitions:

<https://education.gov.scot/parentzone/my-child/transitions>

3 Admissions

Nursery Admissions

All parents should submit an application form for their child, to the nursery of their choice during the admissions period. The application form can be found here:

<http://aberdeenshire.gov.uk/schools/information/early-learning-and-childcare-information/>

Primary Admissions

New entrants to P1 are enrolled early in the calendar year for entry to school in August. This is for children who will be five on or before the school start date in

August. Those that have their fifth birthday between the August start date each year and the end of February the following year, may also be admitted. Go to:

<http://aberdeenshire.gov.uk/schools/information/primary-school-registration/>

4 Placing Requests and School Zones

For all advice and information on placing requests and guidance on school catchment/zones go to:

<http://aberdeenshire.gov.uk/schools/information/choosing-a-school>

If you live Out of Zone, parents have the right to request that their child attends a school in another 'zone' if they wish (without giving any particular reason) and Aberdeenshire Council will, where possible, agree to this request. Please follow the link for more info:

<http://aberdeenshire.gov.uk/media/14818/out-of-zone-placing-request-policy-final-updated.pdf>

<http://aberdeenshire.gov.uk/media/14819/electronic-placing-request-application-form-aug16.pdf>

5 Skills for Learning, Life and Work / Developing Young Workforce

As part of the curriculum, pupils will work towards developing the key employability skills, those being **communication, teamwork, problem-solving, computer literacy and customer service**.

All pupils will have an opportunity to experience meeting and talking with employers, further education and training providers. Pupils in secondary will also have an opportunity for a work experience placement.

Further information for parents can be found on the DYW Website:

<http://dywaberdeenshire.org/>

Support for Children and Young People

6 Getting it Right for Every Child

Getting It Right FEC is the national policy approach in Scotland which aims to support the wellbeing of all children and young people, by offering the right help, at the right time, from the right people. Certain aspects of this policy have been placed in law by the Children and Young People (Scotland) Act 2014.

Wellbeing of children and young people sits at the heart of the Getting it Right for Every Child approach. Eight Wellbeing Indicators shown below, outline the aspirations for all Scotland’s children and young people.



The Getting It Right approach means services will work in partnership with children, young people and their parent/carer(s) and we want every child at Newburgh Mathers School to feel happy, safe and supported to fulfil their potential.

At Newburgh Mathers School we endeavour to fully support all children to be Successful Learners, Effective Contributors, Responsible Citizens and Confident Individuals (the capacities to be developed via the Curriculum for Excellence).

To ‘Get It Right for Every Child’ we believe that all children should be:

safe	healthy	achieving	nurtured
active	responsible	respected	included

By taking this holistic approach we put the child at the centre, build partnerships with the child, family and, where appropriate, other agencies. We actively seek the child's views when we plan support or set targets and we have robust systems in place for ensuring these views are sought, heard and valued when we review or amend arrangements.

At Newburgh Mathers School we take pride in the school environment and are developing it to include quiet places in each classroom for children to go to if they choose. We are working towards developing our classrooms as autism- and dyslexia- friendly environments over the coming sessions.

Supporting learners is the responsibility of all staff, parents and pupils in every class and at each stage of their journey. In accordance with the Reasonable Adjustments for Disabled Pupils (Scotland) guidance, the school is accessible for all children with a disability.

7 The Named Person

Prevention and early-intervention are seen as key to the Getting It Right approach in achieving positive outcomes for children and young people. By providing support at an early stage, most difficulties can be prevented from escalating.

One way the Scottish Government has decided this should be taken forward, is by making a Named Person available to every child and young person in Scotland. The Education Service provides the Named Person Service for all children on entry to Primary One, until aged 18 (or beyond where a young person remains at secondary school). In Aberdeenshire the Named Person will be either the Primary Head Teacher or Deputy Head Teacher and in Secondary School, the Named Person will be that young person's allocated Principal Teacher of Guidance (with a few exceptional circumstances).

The purpose of the Named Person role is to make sure children, young people and parents have confidence that they can access help or support no matter where they live or what age the child is. Acting as a central point of contact, the Named Person can help children, young people or parents/carers get the support they need, if and when they need it.

The Named Person can help by:

- Providing advice, information or support
- Helping a child, young person, or parent/carer to access a service or support
- Discussing or raising a wellbeing concern about a child or young person.

There is no obligation for children and young people or parents to accept any offer of advice or support from the Named Person. Non-engagement with a Named Person is not in itself a cause for concern.

For more information you can contact your child or young person's Named person directly, or go to:

<http://www.girfec-aberdeenshire.org/for-parents-carers/what-is-the-named-person/>

Here at Newburgh Mathers School, the Named Person for your child/young person is: Sinéad Lindsay, Head Teacher.

8 Educational Psychology

Educational psychologists are trained to work in collaboration with school staff, parents and other professionals to help children and young people to achieve their full potential. They use psychological skills and knowledge to improve the learning

and wellbeing of all children and young people and offer schools a range of services including consultation, assessment, intervention, research, project work as well as support for staff's professional learning and development.

<http://aberdeenshire.gov.uk/schools/eps/>

9 Enhanced Provision and Community Resource Hubs

Aberdeenshire Council is committed to supporting children and young children to be educated in local schools through providing the right support in the right place at the right time. By enhanced provision we mean that a local primary and secondary school has an enhanced level of resources, such as access to a sensory room and life skills area; and support for learning staff who have an enhanced level of expertise to meet a range of needs.

Further enhancement is available through the community resource hub, for a small minority of children with severe and complex needs, who regardless of chronological age are making very small steps in learning and are at the early levels of learning. The enhanced provision centres and community resource hubs can offer outreach support to mainstream schools, short term assessment placements, flexibility (e.g. blended places) and access to a variety of therapies.

For more information on all of our resources and policies go to:

<http://asn-aberdeenshire.org/>

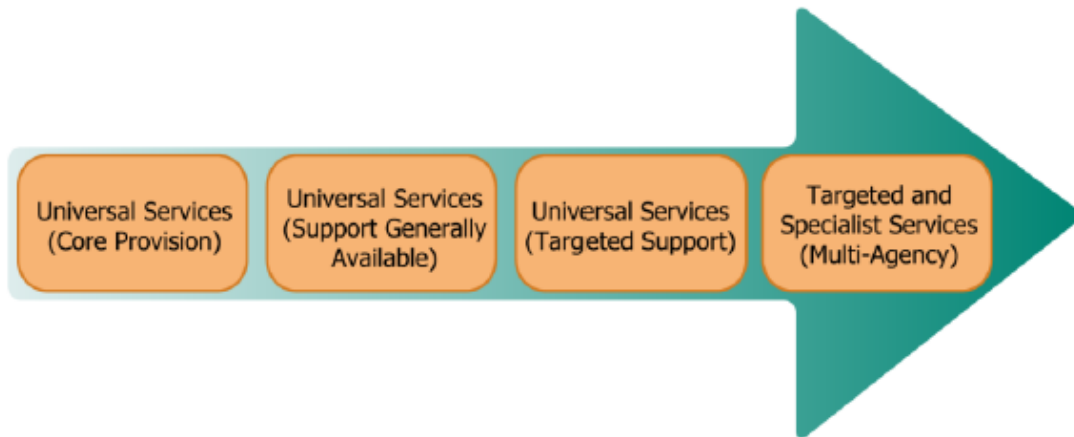
10 Support for Learning

There are times when pupils may experience challenges with their schoolwork. This can be for a variety of reasons including specific learning difficulties, challenges with specific subjects, general learning difficulties or a period of absence.

Each school cluster has an allocation of **Teachers of Additional Support for Learning (ASL)** who are employed to support pupils with additional support needs. They work across each cluster in primary and secondary with the main aims of identifying and assessing (with others) barriers to learning, and in partnership with appropriate practitioners and parents, address these needs through a relevant curriculum. **Pupil Support Assistants (PSA)** assist teachers in promoting achievement and raising the standards of pupil attainment and provide general 'hands-on' support in relation to the needs of the class and individuals' care, health and wellbeing and safety and to ensure a secure and safe environment.

11 The Child's Plan

The Getting It Right approach makes sure children and young people are provided with a range of support, which is proportionate and put in place to meet assessed need. This is reflected in Aberdeenshire's staged approach to assessment and planning for individual children and young people, shown below.



For a small minority of children or young people, there might be higher levels of need or risk identified. These children may require a level of targeted support, coordinated on a single or multi-agency basis through a Child's Plan.

Where a child or young person needs one or more targeted interventions, the benefit of a Child's Plan will be discussed with them and their parents/carers. An assessment would identify any affected wellbeing indicators (Safe, Healthy, Active, Nurtured, Achieving, Respected, Responsible, Included), looking at both strengths and pressures in the child's situation, and fully involving the family in discussions.

The Child's Plan will outline what action will be taken by the child, their family and professionals, and detail how these supports aim to help improve the child or young person's Wellbeing and overcome any difficulties.

A Lead Professional will help to co-ordinate and manage any Child's Plan.

Information is available on the Aberdeenshire Getting It Right Website:

<http://www.girfec-aberdeenshire.org/for-parents-carers/>

12 Child Protection

Child Protection is everyone's responsibility. Protecting children and young people is the responsibility of every member of the community.

Within Newburgh Mathers School, we have a designated member of staff appointed to be responsible for Child Protection matters. If there is the possibility that a child could be at risk, the school is required to refer the child to Social Work, the Police or the Children's Reporter. Here at Newburgh Mathers School, the designated officers are: Sinéad Lindsay, HT and Mrs Alison McNeill, Class Teacher.

Remember – if you suspect abuse, do not rely on someone else to notice.

If you would like to speak to someone, seek help or pass on information or concerns:

Social Work Monday to Friday during office hours contact your Children & Families local Social Work Office

Evenings & Weekends call the Out of Hours Service on 03456 08 12 06

Police Emergency 999, Non-Emergency 101

Signs of abuse can range from poor personal hygiene and hunger to unexplained injuries or self-harm.

If a young person tells you they are being abused:

- stay calm and listen to them
- never promise to keep it a secret – tell them you must let someone else know
- remind them that they are not to blame and are doing the right thing
- report it, but leave any investigation to child protection agencies

Protecting Aberdeenshire's children and young people is everyone's business, go to:

<http://www.girfec-aberdeenshire.org/child-protection/>

13 Further Information on Support for Children and Young People

The following websites may be useful:

Getting It Right For Every Child (GIRFEC)

<http://www.girfec-aberdeenshire.org/>

Aberdeenshire Council

<http://www.aberdeenshire.gov.uk/schools/additional-support-needs/>

Support for All

<https://www.education.gov.scot/scottish-education-system/Support%20for%20all>

Enquire

<http://enquire.org.uk/>

Parent and Carer Involvement

Here at Newburgh Mathers School, we recognise that parents are the main educators and most influential people in a child's life and as such, we strive to work with you as partners to support your child's learning. To do this we aim to work with you in a number of ways.

Parental engagement and feedback from children and young people who use services is seen as key to their development and creating relationships of trust, based on transparency, inclusion and respect, is the basis of positive working relationships with children, young people and their families. This includes recognition and awareness of differing cultures and backgrounds, which may have an impact on, or be important to a child or young person's situation.

Aberdeenshire Parents Charter

This is a series of expectations that state our commitment to a way of working with you that places the following as priorities: welcome and care; value and include; communication and working in partnership.

Assessment and Planning

The Getting It Right approach and Children and Young Person (Scotland) Act 2014 means the views of children, young people and their families, are seen as central to any assessment of wellbeing, and when drawing up a Child's Plan.

14 Our Parent Forum and Working with you as partners

The Parent Forum is a collective name for every parent, carer or guardian at the school. As part of our forum we want to work together to give children and young people every opportunity to be successful and increase attainment. The Parent Council at Newburgh Mathers School has provided a statement to encourage the participation of all in their work:

What is the purpose of the Parent Council?

When parents are involved in their child's learning and in the life of the school the children do better. This is borne out by a growing body of research which demonstrates parental involvement is a key lever for school improvement.

Parent Councils offer a way of enabling parents to have a voice within the school. The group enables parents to meet, share ideas and feedback their views to the school. This helps to develop a partnership between families and the school and allows parents an opportunity to contribute to decision making on issues which affect them and the improvement of the school and their child's learning.

The Parent Council organises school and community-wide events to support the relationship between the school and the community but also to raise additional funds which can support the school. The Parent Council is also responsible for deciding where these funds should be spent.

Who is on the Parent Council?

The Parent Council is made up of the:

- Chairperson;
- Vice Chairperson;
- Secretary;
- Treasurer; and
- Representative from each class.

Additionally, the Head teacher and a few teacher representatives also attend each meeting.

Anyone with a child in the school is welcome to attend any meeting - you don't need to come regularly and you don't need to take on any extra work, mostly we just want your views on how you think things are in the school, whether you have any suggested improvements and any ideas of how to implement any improvements. Occasionally councillors or other interested parties also attend meetings if they have something of interest to discuss.

What goes on at meetings?

Meetings are very informal and usually last about an hour or so. At meetings, we discuss a range of topics raised by members of the parent council and by the school. The head teacher provides an update as does the treasurer and future events are planned.

Fundraising

This academic year the Parent Council has supported events such as the 'Cocktails and Capers' afternoon tea, the Christmas fair and the Castle Canter. Funds raised in recent years have been used to update IT equipment, enabling staff and pupils to have iPads in the classroom; expand the library and provide new reading books to support the literacy programme adopted by the school. We have also bought maths games to help the whole school in their drive to raise attainment in maths and role play panels to help the early years children to learn through play. The subscription for Discovery education, an on-line teaching tool which can also be accessed from home, is also funded, not to mention the panto and the buses used for school excursions.

Future events include another afternoon tea and Christmas fair to focus our efforts on improving the playground.

How can I help?

Get involved! Come along to a meeting, see what it's about. Support our events. Everyone is welcome and everyone has something to offer.

For information on meetings, agendas, and previous minutes send an email to [**newburghmathersparentcouncil@gmail.com**](mailto:newburghmathersparentcouncil@gmail.com) and ask to be added to the contact list.

15 Communication

The school uses a range of approaches to share information and enable insight into what your child is learning and how they are progressing. These include:

- Use of Groupcall to text and email
 - School Website: www.newburghmathers.aberdeenshire.sch.uk
 - Social Media: (Twitter) @NewburghM
-

- Newsletters – monthly
- Events
- Praise system
- Behaviour management systems including: Class dojo, points etc.
- Open days/mornings/afternoons
- Glow blogs - developing

The school calendar highlights planned opportunities where we welcome parents and carers into school for events and opportunities to talk about their child's progress, wellbeing and behaviour (see Appendix).

16 Parenting

Working with you we aim to make advice and information available which helps create home environments to support children and young people's learning by providing guidance along with support programmes or events where you have the opportunity to learn together with your child.

17 Volunteering

There are many opportunities for parents to support learning in school by giving up some time to maybe share the skills and knowledge they have; support children and young people in the classroom; support or lead extra-curricular activities or indeed more direct support with specific skills (paired reading as an example). To do this please go to:

<http://jobs.aberdeenshire.gov.uk/volunteer-with-us/> or contact your Headteacher.

18 Learning at Home

We provide materials and resources to support either homework or materials for you to work with your child to develop key skills at home. For explanation of this please go to our homework policy:

www.newburghmathers.aberdeenshire.sch.uk

At Newburgh Mathers School, we subscribe to Espresso Education to support learning both at home and at school. Each child has an Espresso log-in which allows them access to content to support their learning at home. Children are welcome to log-in to Espresso undirected and undertake the activities there. Information about Espresso is available here:

<http://www.discoveryeducation.co.uk/what-we-offer/discovery-education-espresso>

19 Decision-making and Developing Services

Reflecting our vision, values and aims, the school has a range of priorities that we work to improve on each year which are explained in our School Improvement Plan (SIP). To take forward some of those priorities we need parents' views, ideas, opinions along with creating the opportunity to draw upon parents' skills and strengths. To enable this we have a series of working groups/focus groups which any interested parent is invited to be part of. We also regularly consult on key issues using a range of tools such as questionnaires.

Our Parent Council, which is a nominated group of parents that represent the views of the parent forum, works with us to ensure we understand how to most effectively involve parents in their children's learning and to support the school with our improvements. Contact the Parent Council Chairperson (insert name) or Headteacher for more information about getting involved in the Parent Council or email: newburghmathersparentcouncil@gmail.com

20 Collaborating with the Community

Newburgh Mathers School and our staff strive to work with the many local organisations, community groups and businesses to ensure our children and young people benefit from further resources, experiences and opportunities. If you are interested in working with the school, please contact the Headteacher.

School Policies and Useful Information

School Policies such as the Homework Policy, Promoting Positive Behaviour, Anti-bullying etc. are published on the school website and can be found by clicking the Policies tab. Please go to: www.newburghmathers.aberdeenshire.sch.uk

All Aberdeenshire Council Education policies can be found here:

<http://www.aberdeenshire.gov.uk/council-and-democracy/about-us/service-structure/education-and-children-s-services-policy-framework/>

21 Attendance

What pupils need to know:

Lateness: If you are late to school, you need to go to the school office to let the staff there know you have arrived and to make sure your lunch has been recorded. If you continue to be late, you will get a letter sent home which will tell your parents that we need to work together to help you to be on time.

Permission for absence from school: You can only leave school if your parents have given you permission either by phone or by note and you must be picked up from school for this absence.

If you feel ill, tell your class teacher and ask permission to report to the school office. If appropriate, office staff will arrange for you to be collected from school.

What parents needs to know:

Parents are responsible for ensuring that their children attend school regularly and arrive on time. They are also responsible for ensuring the safety of their children on their journeys to and from school except whilst on school transport where Aberdeenshire Council has clear guidelines about pupil safety. Absence of pupils travelling on school transport must also be communicated to the bus company or (where known) the bus driver.

Regular and punctual attendance is linked closely to achievement and school staff would wish to work with parents to ensure that children can achieve fully. The school is required by law to maintain an accurate record of the attendance and absence of each pupil and parents are requested to assist in this process by keeping the school informed if their child is to be absent for any reason.

It is important to note that if a child does not arrive at school and there is no reasonable explanation provided for his/her absence then members of staff will be required to ascertain the whereabouts for the safety of the individual child. This will involve a phone call to the parent soon after 9.30am. Repeated calls will be made until the child's whereabouts have been confirmed. If contact cannot be made the situation will be assessed and it may be thought necessary to inform the local social work department. In order to avoid causing unnecessary concern for staff and

parents the importance of good communication between home and school cannot be over-emphasised.

Parents are asked to assist school staff in the manner detailed below:

- If your child is unable to attend school through illness/other reason please telephone the school between 8:30am and 9:30 am on the first day of his/her absence or send a signed note via a brother or sister where applicable.
- If your child is home for lunch and becomes unwell at lunchtime making them unable to return to school in the afternoon please telephone the school before the beginning of the afternoon session to inform a member of staff.
- When you contact the school it would be helpful if an indication could be given as to the child's expected length of absence from school.
- On your child's return to school a note should be provided explaining the reason for absence and confirming the periods of absence from the school. The note should be signed and dated.

The school follows the Aberdeenshire Attendance Policy:

http://www.aberdeenshire.gov.uk/media/19805/attendance-policy_april-2015.pdf

Procedures for following up on pupil absence are based on the Education (Scotland) Act 1980 which requires by law that parents/carers ensure that children attend school regularly. The Home/School Liaison Officer has a key role to play, providing a vital link.

22 Holidays during term time

The Scottish Government has deemed that holidays taken during term time should be recorded as unauthorised absence unless there are special, exceptional circumstances. Should you wish to remove your child from school to attend a family holiday you must inform the Head Teacher. This will be recorded as unauthorised absence though there may at times be exceptional family circumstances previously discussed with the Head Teacher. Parents are advised to limit the number of holidays taken during term time, to minimise disruption to a child's education. For annual holiday dates for Aberdeenshire schools please see the section at the back of this book, contact the school office or go to:

<http://www.aberdeenshire.gov.uk/schools/parents-carers/school-term-dates-and-in-service-days/>

23 Newburgh Mathers School Uniform

We encourage all pupils to wear school uniform. This helps to instil a sense of pride and team spirit within our school. A limited stock of sweatshirts is kept in school.

School uniform consists of - school sweatshirt with school logo, white polo shirt, dark school skirt or trousers, dark school shoes. We appreciate your cooperation in support of this.

Please consider the changeable nature of weather conditions and provide your child with appropriate outerwear and footwear to suit.

PE Kit consists of a T shirt which tucks into shorts, standard length shorts, socks, gym shoes preferably with velcro or elastic fastening for younger pupils. These should be kept in a gym bag.

With regard to safety, the wearing of jewellery is actively discouraged in our school and is not permitted during PE lessons. If your child has pierced ears, please ensure he/she can remove and replace their own earrings. Any child wearing earrings that cannot do this will be asked to put surgical tape over them for PE lessons and parents should provide a named roll of surgical tape for this purpose. Shoe string strap tops are also discouraged for safety reasons as they can catch on gym apparatus and suitable footwear should be provided.

The school requests that football team tops and designer garments are kept for home use as these can cause disagreements amongst the pupils.

All clothing brought to school should be named or marked in some way, as it is difficult for children to distinguish their own clothing from that of others.

For information about nursery sweatshirts and clothing suggestions see separate Early Learning and Childcare handbook.

Suppliers: Buchan Embroidery supplies the school uniform sweatshirt and t-shirt with the school logo. You can order online for delivery to home or school.

<https://www.buchanembroidery.com/schoolwear.html>

Clothing Grants

Some families may be entitled to a school clothing grant of £50 per year. More information about this can be found at:

<http://www.aberdeenshire.gov.uk/schools/parents-carers/assistance/school-clothing-grants/>

24 Transport

The Council provides free transport to all children who live over two miles walking distance from school, in the case of primary school children, and three miles for secondary school pupils. School transport routes are determined by the pick-up locations required for pupils who are entitled to free school transport. Contact your school for more details.

25 Early Years Transport

Transport to early year's settings will not be provided by Aberdeenshire Council, unless there are relevant exceptional circumstances. Where there are significant additional support needs, transport may be provided. In such instances this requirement should be discussed with the Head Teacher in conjunction with the Early Years Quality Improvement Manager.

26 Privilege Transport

Pupils who live within two miles of primary school or three miles of secondary school may be able to travel on school transport at a charge. Where spare seats are

available on a school transport route parents/carers can apply for a privilege place for their child by downloading an application form. The application form includes information on prices and payment methods for privilege passes. Discounts are available for pupils entitled to Free School Meals, and to families with 3 or more children travelling to the same school. For further information click on the link below or contact the school.

<http://www.aberdeenshire.gov.uk/roads-and-travel/school-transport/school-transport/>

27 Special Schools and Enhanced Provision

Aberdeenshire Council may provide free transport where necessary for pupils who attend a school with enhanced provision proposed by the Authority. In certain cases, pupils may be encouraged to make their own way to school by public transport, and where this is authorised, bus passes are issued. Where a pupil's address falls in the delineated area of a resourced school, and is within reasonable walking distance, the Authority will take advice from the Community Child Health Service before deciding if free transport should be provided

28 School Closure & Other Emergencies

Head Teachers decide if and when schools should close due to bad weather or another emergency. In bad weather they will decide this after receiving information about local weather conditions. This decision can be made any time, day or night. These guidelines outline the procedures for dealing with school closures during bad weather or other emergencies.

If children are at school...

If your child attends a Nursery, Primary or Special School, which is to close early, the school will contact you by telephone. If this is not possible the school will contact your named 'emergency contact'. No child will be released from school without contact being made. It is important contact details are current and the people named are available – particularly during bad weather.

If you are concerned about local weather conditions contact the school. You may wish to collect your child yourself and are free to do so provided you make arrangements with the school.

Before the start of the school day...

During bad weather some staff may not be able to get to school or bus routes may not be safe to travel on – so the school may have to close. Headteachers will advise parents and carers using the following communication tools:

- Text and email
- Twitter broadcast
- Update School Closure section on Aberdeenshire Council webpage

Outwith school hours, your local radio station is a good place to find out information on school closures. The following radio stations receive updated information every 30 mins from our website:

Northsound 1
FM 96.9

Northsound 2

MW 1035 kHz

BBC Radio Scotland

FM 92.4 - 94.7MW 810 kHz

Moray Firth Radio

FM 97.4 MW 1107 kHz

North East Community Radio

FM 97.1 - 106.4

Waves Radio

FM 101.2

Original 106 FM

Twitter

<http://twitter.com/aberdeenshire>

Aberdeenshire Council Website

<https://online.aberdeenshire.gov.uk/Apps/schools-closures/>

You also have the option to sign up to receive email alerts when your school(s) updates their closure status:

<https://online.aberdeenshire.gov.uk/myAberdeenshire/>

School Information Line

Tel: 0370 054 4999 then 02 2350. If you cannot get through first time, please do not put this number on redial. This will only lead to the line being busier.

29 Storm Addresses

When there has been severe snow storm during the day it may be prudent for pupils who live some distance from the normal bus routes not to attempt to reach their homes but to spend the night in alternative accommodation nearer school. It is the parents' responsibility to inform school about any pupils who may be at risk in such situations and to provide the name and address of a relative or friend who is willing to provide overnight accommodation.

30 Change of Address and Parental Contact Details

To enable us to make easy contact with parents, the school would appreciate if any changes of address, telephone number or circumstances is notified in writing to the School Office. It is also important that the school has details of an Emergency Contact should it prove impossible to get in touch with parents in the event of an emergency.

31 School Meals

It is Aberdeenshire Council policy to provide meals and facilities for the consumption of packed lunches in all schools where these are required.

- Primary 1-3 pupils are provided with school meals free of charge.
- Primary 4- S6 pupils are currently charged £2.20 for a school meal unless they qualify for Free School Meals.

For more information and how to apply for **Free School Meals**, go to:

<http://www.aberdeenshire.gov.uk/schools/parents-carers/assistance/free-school-meals/>

For information about **school meals and menus** go to:

<http://www.aberdeenshire.gov.uk/schools/meals/>

Aberdeenshire Council provides an **online payment service to pay for school meals**.

To register for online payments you will be provided with a reference number by your school for each child. Parents and carers of pupils who qualify for Free School Meals are encouraged to create an account to see meal selection histories and to pay for non-food items such as school trips and activities when that option becomes available.

The first step in accessing the online payment service is to visit Pay facility located on the Aberdeenshire Council web site home page. Alternatively you can register by following the link:

<http://www.aberdeenshire.gov.uk/schools/meals/online-payment-for-school-meals-and-other-school-payments/>

Parents should be aware that they can request a special diet for their children if there are medical or religious reasons for doing so. Children who require medically prescribed or modified diets should be identified during the admission process. Parents and Carers are advised to complete Admission Form D which is available from the school administration office.

32 Healthcare & Medical

Every child's health and welfare is very important to the school. Parents who have any concerns should let school know by telephoning or writing in. Alternatively parents can inform the Health Visitor or their own GP. Parents are requested to let the school know of any hospital appointments.

Parents/carers are requested to keep children at home for 24-48 hours if the child has diarrhoea, flu-like symptoms or is clearly unwell.

Always seeks a GP's advice before sending a child back to school. Please remember that other children can be vulnerable to infection.

All pupils must be registered with a doctor in general practice who should be consulted about health matters as they arise. Parents should provide us with the name and telephone number of their child's doctor and an up-to-date emergency contact for themselves in case it becomes necessary for a child to be sent home during school hours because of illness.

Aberdeenshire Community Dental Service inspect P1 and P7 children in schools as part of the National Dental Inspection Programme. Written parental consent is not required for dental inspections, but parents will be informed in writing approximately one week before the inspection date.

Most pupils will at some time have a medical condition that may affect their participation in school activities. For many this will be short term; perhaps finishing a course of medication to combat an infection.

Other pupils have medical conditions that, if not properly managed, could limit their access to education. Such pupils are regarded as having health care needs. Most children with health care needs are able to attend school regularly and, with some support from the school can access most school activities. However, school staff may need to take extra care in supervising some activities to ensure that pupils are not put at risk.

Planning formats may include either:

- Individual Pupil Protocol (IPP) (Med form 7).
- Health Care Plan written by Health professionals for very specific medical needs.

A risk assessment should also be completed.

The above can help schools to identify the necessary safety measures to support pupils with medical needs and ensure that they and others are not put at risk.

Please find our Medication Policy here:

<http://asn-aberdeenshire.org/wp-content/uploads/2017/08/Supporting-Children-Managing-Medicines-Educational-Establishments.pdf>

Sunscreen - As children are outdoors for learning and for play, parents should apply this prior to sending children to school or nursery. School staff do not supply, nor do they apply, sunscreen creams.

If your child has long term medical conditions such as asthma or diabetes, which may require on-going support, this should be fully discussed with the school. In certain cases specific training of staff about a child's treatment may need to be given. In addition, some children have conditions which may require occasional staff intervention e.g. severe allergic conditions such as anaphylaxis.

33 Exclusion

Where pupils who repeatedly display behaviours which compromise the good order of the school i.e. disruption of learning and teaching, unsafe practices, bullying and other forms of abuse and where other forms of support and sanctions have proved unsuccessful, the Authority exclusion policy will apply. For further information on exclusions contact the school or go to:

http://www.aberdeenshire.gov.uk/media/3901/policy_disc_exclusion.pdf

34 Educational Visits

We offer various educational visits during the course of the school year. We believe that 'hands on' experiences greatly enhance a child's education, while also helping to make the necessary links between learning in school and life outwith school. Staff members and parent volunteers provide supervision to standards laid down by Aberdeenshire Education and Children's Services. We give parents as much notification as possible with regard to visits their children will participate in.

35 Instrumental Tuition

From Primary 4 onwards, tuition is available for a range of musical instruments. All disciplines are taught in the secondary schools however not all disciplines are available in primary schools due to limited resources. Orchestral string instruments are not normally available to beginners at secondary level. Tuition is subject to availability. At Newburgh Mathers School, some pupils currently receive tuition in brass instruments, violin or viola and cello.

For further information go to:

<http://aberdeenshire.gov.uk/schools/ims/>

36 Comments, Compliment & Complaints

To reflect our commitment to working with you, it is imperative that if you have any concerns these are shared and discussed with us as a school. We work hard to make sure you feel listened to as parents or carers, and find many difficulties can be easily resolved through the opportunity for direct discussion. However if you are dissatisfied about our action or lack of action, or about the standard of service provided by us, you can submit a complaint.

To explain our complaints service and how the process works please go to:

<http://publications.aberdeenshire.gov.uk/dataset/072f6c0d-955a-4f4c-a228-568e30884391/resource/52439609-98b5-45eb-b1e6-0d418371ba27/download/full-complaints-procedure-customerv6.pdf>

Where complainants continue to be dissatisfied with a stage 2 response, complaints can be referred to the Scottish Public Services Ombudsman. Further information and guidance can be found at:

<http://aberdeenshire.gov.uk/contact-us/have-your-say/have-your-say-guide/>

37 Support for parents/carers

For more information on Support and Advocacy contact:

Enquire, Princess House
5 Shandwick Place
Edinburgh EH2 4RG
Helpline: 0845 123 23 03
Email: info@enquire.org.uk
Website: www.enquire.org.uk

For local advocacy contact:

Advocacy North East

Thainstone Business Centre
Inverurie
Aberdeenshire
AB51 5TB
Tel: 01467 622674

Scottish Independent Advocacy Alliance can be reached at:

Website: <https://www.siaa.org.uk/>

Independent Mediation Services

This service is free and involves an independent third party who helps to resolve disagreements between education authority and parents or young people. A local independent mediation service can be accessed at:

Children 1st
Fraserburgh Business Centre
South Harbour Road
Fraserburgh
Aberdeenshire, AB43 8TN
Tel no 01346 585341
Fax no 01346 512810
Email aberdeenshire@children1st.org.uk

Additionally, information for the Scottish Child Law Centre can be found at:

www.sclc.org.uk

38 Insurance

No insurance is held by Aberdeenshire Education & Children's Service that automatically compensates school pupils for personal accident, whether an accident occurs within or outwith the boundary of the school. Insurance of this nature, e.g. personal accident, life, private medical, is seen as a parental responsibility. It is your responsibility as a parent to insure your child for personal accident or death if you feel this is appropriate.

Aberdeenshire Education & Children's Services does hold third party liability insurance, which indemnifies the Council against claims from third parties, e.g. parents on behalf of pupils who have suffered injury, illness, loss or damage arising from the negligence of the Council or its employees. In these circumstances all claims are handled on behalf of the Council by external Insurers and Claim Handlers and compensation is dealt with on a strictly legal liability basis.

The Authority has a duty of care in respect of pupils in its charge during school hours and as such has to take reasonable steps to ensure the safety of all primary and secondary pupils. However, it is thought that secondary pupils should be more mature and, therefore, a lesser degree of supervision would be sufficient.

It may be necessary to provide supervision for primary children on school premises before or after normal school hours if their early arrival or late departure is due to the timing of official school transport. This general duty of care continues if the children go home by way of school transport and ends when the child gets off the bus, at which point the parents then become responsible.

Parents may wish to consider their own insurance arrangements in terms of appropriate extensions to their household insurance or arranging their own separate covers.

39 School Off-Site Excursion Insurance

Aberdeenshire Council has in place a School Excursion Insurance policy, whereby both pupils and teachers are covered for offsite activities / trips both within the UK and abroad (offsite meaning off the school premises). The policy covers medical expenses, loss of baggage, cancellation, curtailment and change of itinerary (along with other sundry benefits) etc. for worldwide trips and adventurous activities (including winter sports).

If personal items such as jewellery, phones/tablets, watches etc. are taken on a school trip then these are taken at an individual's own risk and are not covered under the policy, unless damage or loss is caused by an Aberdeenshire Council employee. Should a parent or carer want such items to be covered then this would need to be arranged by parents/carers independently of the school. In addition to this policy, Aberdeenshire Council also holds Public Liability insurance cover for any injury or loss incurred by individuals due to the negligence of the Council or its employees (including volunteers).

40 Data We Hold and What We Do With It

Education authorities and the Scottish Government collected data about pupils on paper forms for many years. We now work together with schools to transfer data electronically through the ScotXed programme. This has two functions: acting as a 'hub' for supporting data exchange within the education system in Scotland and the analysis of data for statistical purposes within the Scottish Government itself.

41 How Does Aberdeenshire Council Hold and Store Pupil Data

Aberdeenshire Council use a system called SEEMIS which is used in all local authorities in Scotland and is subject to independent scrutiny to ensure that it is a secure environment for holding such data. Our schools update the data held in the system when they have an education update to make to a pupil's record or when they receive advice from a parent or guardian either through the Annual Data Check exercise or when they are made aware of a change of circumstances at any other time in the year.

42 Parental Access to Records

SAR - Subject Access Request information

Subject Access Requests are the formal process by which individuals can seek information held about them (or their children) by the council. The requests can be broad, in terms of everything that is held, or quite specific - everything held by a specific department, establishment, team or individual. We have a legal requirement to provide the information under the Data Protection Act 1998. An SAR is wider than an Educational Record in that it will include all personal data held about a child not just their educational record. Further information can be found at:

<https://ico.org.uk/for-the-public/personal-information/>

The Pupils' Educational Records (Scotland) Regulations 2003 means that you can get access to your child's records. Details of the regulations and process for obtaining information specific to pupils are available by contacting the school directly or can be found at:

<https://education.gov.scot/parentzone/my-school/general-school-information/My%20child's%20record>

43 ScotXed

If you have any concerns about the national ScotXed data collections you can email the Head of Schools Analysis, Mick Wilson, at mick.wilson@scotland.gsi.gov.uk or write to The ScotXed Support Office, Area 2D, Victoria Quay, Leith, EH6 6QQ. Alternative versions of this page are available, on request from the ScotXed Support Office, in other languages, audio tape, Braille and large print.

44 Information Sharing

In terms of effective communication, including sharing relevant and proportionate information, where appropriate, Aberdeenshire Council in accordance with the Data Protection Act 1998 and Human Rights Act 1998 adheres to this as part of our current routine practice.

45 Freedom of Information

The law gives everybody a right to access all recorded information held by the council. This is called Freedom of Information or FOI. Anyone can use this right, and information can only be withheld where Freedom of Information (Scotland) Act 2002 (FOISA) expressly permits it.

Appendix

School Improvement Plan (as part of the Standards and Quality Report)

This plan is now available on the school website:

<http://newburghmathers.aberdeenshire.sch.uk/standards-and-quality-report-and-improvement-plan/>

Members of Parental Groups

Parent Council Chair Mrs J Murray

Vice Chair Mrs L Dickie

Secretary vacant

Treasurer Mr A McAra

Attainment from 2014 to 2017

Attainment for the years from 2014 to end of the 2016 school session was recorded as follows:

Reading

14-15	15-16	percentages
0	0	Working beyond the expected level
60	70	Working well or very well at the level
32	20	on track
8	10	With support

Writing

14-15	15-16	percentages
2	6	Working beyond the expected level
60	44	Working well or very well at the level
24	36	on track
14	14	With support

Mathematics

14-15	15-16	percentages
6	9	Working beyond the expected level
62	51	Working well or very well at the level
20	32	on track
12	6	With support

Attainment for the 2016-2017 school year was recorded differently and will remain like this for the foreseeable future:

Reading

<u>Percentages</u>	<u>Level</u>
9%	Exceeding expectations (across school)
88%	Achieved (P1, P4, P7)
80%	on track (P2, P3, P5, P6)
12%	Requires Support (across school)

Writing

<u>Percentages</u>	<u>Level</u>
7%	Exceeding expectations (across school)
81%	Achieved (P1, P4, P7)
80%	on track (P2, P3, P5, P6)
17%	Requires Support (across school)

Listening and Talking

<u>Percentages</u>	<u>Level</u>
6%	Exceeding expectations (across school)
83%	Achieved (P1, P4, P7)
96%	on track (P2, P3, P5, P6)
20%	Requires Support (across school)

Numeracy and Mathematics

<u>Percentages</u>	<u>Level</u>
9%	Exceeding expectations (across school)
87%	Achieved (P1, P4, P7)
81%	on track (P2, P3, P5, P6)
12%	Requires Support (across school)

Assessment Calendar 2017-2018

Stage	Assessment Window
P5 INCAs	30/10/2017 – 08/12/2017
P7 SNSA	08/01/2018 - 16/02/2018
P3 INCAs	05/02/2018 – 16/03/2018
P4 SNSA	19/02/2018 - 29/03/2018
P1 SNSA	16/04/2018 - 25/05/2018

Year Plan at Newburgh Mathers School

The curriculum plan for Newburgh Mathers School is based on a three year programme that ensures the outcomes of Curriculum for Excellence are addressed in an interdisciplinary and progressive way. Staff at the Early, First and Second level work together to plan experiences that ensure children's skills are built from stage to stage and from Level to Level. Learners at Newburgh Mathers School are heavily involved in planning the direction of learning and therefore there is a high degree of variety in content from year to year whilst at the same time children are being appropriately assessed in relation to the Significant Aspects of Learning.

The Year Plan is available to view at the school and this session is under review following its first 3 year cycle.

School Events Calendar and Holidays

Activity / Event / Holiday	Date
Term 1	Starts 22 nd August, ends Friday 13 th Oct.
Literacy Workshop – P1	29 th August 3:30pm
Numeracy Workshop – P1	12 th September 7pm
Meet and Greet – P2 – P7	13 th September
Internet Safety Family Event	5 th October
Afternoon Tea	7 th October
Parent Council AGM	9 th October 7:30pm
Ski Trip Talk (P7s)	12 th October 6:30pm
Term 2	Starts Mon. 30 th Oct, ends Fri 22 nd Dec.
In Service	Monday and Tuesday 13 th and 14 th Nov.
Rag Bag collection	20 th November
Book Week Scotland	27 th Nov to 2 nd December
Book Fair	27 th – 1 st December
Parents Evening	29 th November, 4pm – 7pm
School Show	Tuesday 14 th December, 9:30 and 1:45
Christmas Fair	Monday 11 th December 5:30pm (tbc)
Christmas Church Visit	Monday 18 th December 9:30am
Term 3	Starts Mon. 8 th Jan, ends Thurs. 29 th March
Occasional Day	Friday 9 th February
Mid term	Monday 12 th Feb
In service	Tuesday and Wednesday 13 th and 14 th Feb
P6 trip	January 30 th – February 3 rd
Ski Trip (P7)	19 th – 23 rd March
Term 4	Starts Tuesday 16 th April, ends Fri 6 th July
May Day holiday	7 th May
Parent Appointments	22 nd and 23 rd May
Kindrogan Field Trip (P6)	28 th May to 1 st June
Occasional Day	4 th June
Sports Day	15 th June (alternative – 22 nd June)
Leavers' Assembly	5 th July

This calendar is added to across the school year. Please check on our website.

Please also find a link to the annual holiday calendar:

<http://aberdeenshire.gov.uk/media/16718/school-holiday-planner-2015-2020-updated-003.pdf>

Map of catchment area

<https://online.aberdeenshire.gov.uk/Apps/local/map.asp?type=school&id=5142>
