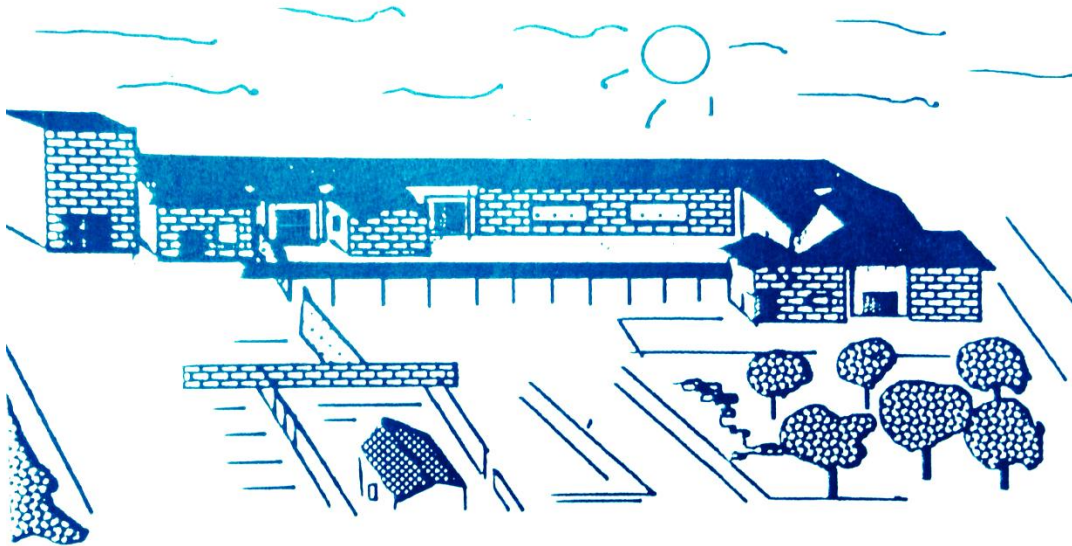




St. Angela's Primary School and Nursery Class Darnley



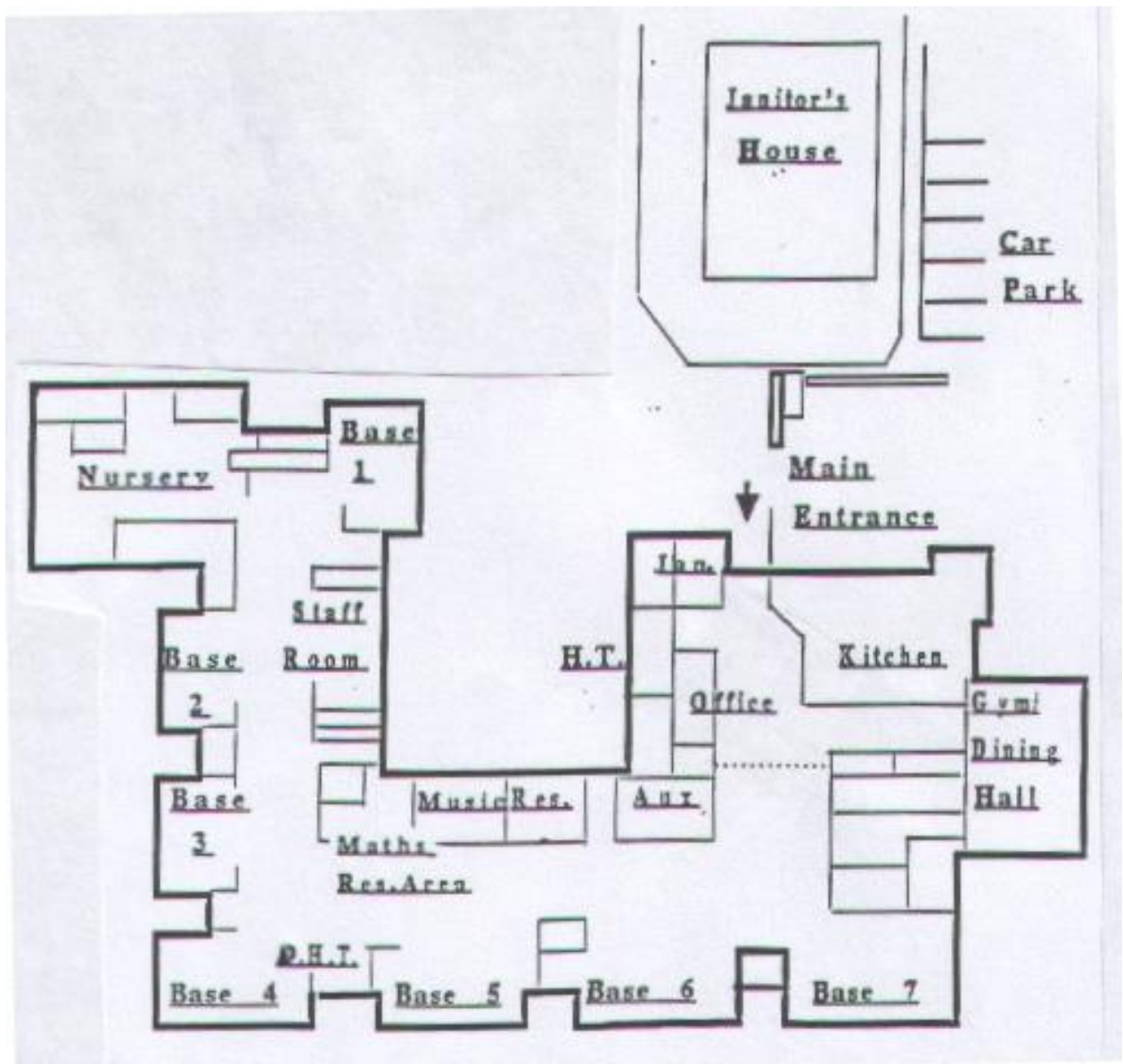
School Handbook 2015 – 2016



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St. Angela's School Plan



HUTS 1&2

HUTS 3, 4, 5 & 6

Welcome to St. Angela's Primary School and Nursery Class



Dear Parents and Carers

Welcome to St. Angela's Primary School. I hope this handbook gives you a glimpse of life at St. Angela's. We serve the Roman Catholic population of Darnley. Home, Church and School work together in partnership with your child at the centre. Our Nursery Class is non-denominational.

As Head Teacher it is my intention that your child will receive the highest standard of education possible within a caring, Catholic ethos. I am committed to creating every opportunity for your child to succeed and to be an independent, confident, responsible and successful individual. It is important that your child feels happy, safe and respected in order to fulfil his/her potential and develop an enthusiasm for lifelong learning.

St. Angela's is made up of an open plan main building, opened in 1977 with 7 double class bases, two sets of huts, one housing two classes and the other housing four classes school and a nursery class base. The school environment is warm, bright, welcoming and attractive and the school's surrounding grounds are well-cared for. All areas are beautifully displayed with the work of our children.

Our nursery and primary one classes work collaboratively in lots of our activities including, Master Classes, Pupil Committees, assemblies and celebrations. General information about the nursery class can be found later in this handbook.

Our school provides a broad, general education which promotes the aims of the Scottish Executive's 'Curriculum for Excellence'. Our teachers successfully adopt the strategies in the Executive's 'Teaching for Effective Learning'. This is further enhanced by a wide and varied range of educational excursions and experiences for every class as well as offering a great number of after-school activities.

We are an integral part of the wider community and consider our parents to be our partners in the education of our children. We ask parents to support and assist the school's aims, objectives and policies. These are summed up in our mission statement which is displayed in our entrance hall:

As a Catholic School our vision is to **nurture, challenge and achieve** within a **secure, happy and stimulating** environment.

I look forward to working with you and your child. You will be given many opportunities to participate in school events during the school session. Please do not hesitate to contact the school or check the school website if you need more information.

Kind Regards

Bridie La Combre
Head Teacher

School Ethos

School Vision and Values

In St. Angela's Primary School we will provide a welcoming and friendly environment, which celebrates the diversity of our community.

We are a nurturing, rights respecting school where everyone feels safe, happy and valued and all children are supported to reach their full potential. This is achieved through working together with children, their families, the church and community, based on a shared sense of commitment through:

- Practising our faith
- Developing our understanding of the Catholic faith
- Being respectful to people of all faiths

love and respect one another by:

- Being supportive
- Helping each other to learn
- Showing tolerance to everyone

help each other achieve our full potential by:

- Creating a fun environment in which to learn
- Building confidence in everyone
- Supporting each other to maximise our talents and skills

innovate by:

- Keeping our imaginations alive
- Inspiring each other
- Working in and with the community
-

Learning Community

St. Angela's is a member of Glasgow Schools' Learning Communities and thus the Primary and Nursery Class are associated with St. Paul's High School for that purpose.

School/Community Links

We have always had very good relations with Local Organisations which have been fostered by integrating with the curriculum visits to and from the Community Police, the Emergency Services, Library Personnel, Local Business and the Local Homes for the Elderly.

We also share linked projects with our neighbouring school, Darnley Primary.

As a Catholic Denominational school we have very strong links with the church parishes of St.Louise's/St.Vincent's and St.Bernard's. Fr. Hill and Fr Mc Garrity support the faith development of our school community.

School Information

You can cut out the following information and have it on your fridge, purse/wallet or work desk for ease of finding our contact details:

St. Angela's Primary School and Nursery Class
227 Glen Moriston Road
Darnley
Glasgow
G53 7HT
TEL :0141 638 9646
FAX : 0141 638 3780
e-mail: headteacher@st-angelas-pri.glasgow.sch.uk
www.st-angelas-pri.glasgow.sch.uk

Background Information

- St. Angela's is a co - educational Catholic primary school and a non - denominational nursery class.
- School stages taught; P1 - P7, Nursery stages, 3 and 4 yr olds
- Current Primary School Roll: 420/ Nursery Class: 60 (30/30)
- Primary School Capacity: 394/ Nursery Capacity 60

School Staff

A full list is available on the school website and parents will be updated on any changes as required.

The leadership team is as follows:

Head Teacher: Mrs Bridie La Combre

Depute Nursery and P1&2: Mrs Margaret Higgins

Depute P3 - P7: Mrs Marie-Anne Watson

Nursery Class Information

Nursery Class Team Leader: Elaine Carmichael

Class Roll: 30 / 30 (am/pm)

All correspondence should be addressed to the Head Teacher, as the nursery class is part of the primary school. There is no separate telephone line to the nursery but messages are taken or calls are transferred through the school office to the nursery office as appropriate.

Nursery Class Hours

8.40am - 11.50am (core time: 9am - 11.30am)

12.45pm - 3.55pm (core time: 12.45pm - 3.15pm)

SCHOOL YEAR / HOLIDAYS

Same as the primary school

St. Angela's Nursery Class has its own mission statement as follows:

Our vision is to *nurture, challenge* and *achieve* within a *secure, happy* and *stimulating* environment.

St. Angela's nursery class adheres to the aims of the national document The Child at the Centre.

The key aspects of pre-school children's development and learning are:

- Emotional, personal & social development,
- Communication & language,
- Knowledge & understanding of the world,
- Expressive and aesthetic development and,
- Physical development and movement.

Nursery Places

Applications for places must be made on the standard form available from the school office. Places are allocated according to Glasgow Authority's Admissions Policy. An 'Admissions Panel' of local professionals who work with pre-5 children makes the decisions. Children who are unable to attain a place for their child in St. Angela's Nursery Class may be offered places, if available, in other local nurseries, Thornlaw and Woodacre. Pre-5 children are only entitled to one part-time placement in any establishment (morning or afternoon) and should make it known to any nursery with whom they are entered on a waiting list if they have accepted a place elsewhere.

Enrolment

Glasgow City Council Information for enrolment can be found at the link:

www.glasgow.gov.uk/en/residents/goingtoschool

Information is issued in the news media prior to enrolment. Generally children who reach the age of 4 years before the end of February will begin in August of that year. Parents/carers must register their child in their local school but have the choice to request their child be enrolled in another school outwith their area. They will be given Placing Request forms at registration if the request is for another Glasgow establishment, which they must return to the correct address.

Parents/carers living outwith the St. Angela's catchment area and wishing to enrol their child here must register in a school in their own residential area and then apply for a placing request to this school. The registration school will issue them with the appropriate application form.

The Education Authority will notify parents/carers of the outcome of placing requests in due course once the registrations are complete. Parents/carers are welcome to visit the school prior to making a decision to enrol. This can be arranged through the school office.

Organisation of Classes

Class groups are set by the management team based on the age and stage of the children.

The School Day

School starts	9am
Morning Interval	10.30am - 10.45am
Lunch	12.15pm - 1.10pm
School Dismissal	3.10pm

Glasgow City Council's Breakfast Club runs in the school from 8am - 8.45am

Darnley After School Service (DASS) is held in the Darnley Community Centre and Darnley Primary School. Telephone: 0141 620 1120

School Holidays 2015 - 16

Details of holiday dates are available on the Glasgow City Council website:

www.glasgow.gov.uk/index.aspx?articleid=9418

Pupil Attendance

Within St. Angela's Primary School and Nursery Class good attendance is encouraged at all times and children rewarded accordingly. Parents are asked to inform the school if their child is going to be absent. This should be done before 9.30am on the first day of absence. If the child is going to be absent for some time, it would be helpful to know at the earliest opportunity. The school will try to contact parents if they have not phoned the school. All unexplained absence is investigated by the school and appropriate action taken. Section 30 of the 1980 Education Act lays a duty on every parent/carer of a child or young person of 'school age' to ensure that their child attends school regularly. Attendance must be recorded twice a day, morning and afternoon.

Regulation 7 of The Education (School and Placing Information) (Scotland) Amendment, etc. Regulations 1993 requires each child's absence from school to be recorded in the school register as authorised: e.g. approved by the authority, or unauthorised: e.g. unexplained by the parent/carer (truancy) or excluded from school.

Parents/carers do not have an automatic right to take their child out of school without permission during term-time. The Head of Establishment can only authorise time off during term-time in exceptional circumstances.

Exceptional circumstances include:

- short-term parental/carer placement abroad;
- family returning to its country of origin for family reasons;
- the period immediately after an illness or accident;
- a period of serious or critical illness of a close relative;
- a domestic crisis which causes serious disruption to the family home, causing temporary relocation.

Time off during term-time for the following reasons is not acceptable and will be recorded as unauthorised absence:

- Availability of cheap holidays or desired accommodation;
- Holidays which overlap the beginning or end of term.

Clearly with no explanation from the parent or carer, the absence is unauthorised.

The school requests that parents make every effort to avoid family holidays during term time as this both disrupts the child's education and reduces learning time.

In the event of the exceptional circumstances as stated above, written requests should detail the destination, the duration and, as appropriate, the provision that will be made for the child's continuing education.

Absences and latecoming are monitored by senior management. An Education Liaison Officer will make home visits to investigate unexplained absences, regular absenteeism or latecomings.

Medical and Health Care

The school nurse visits at various times during the school session for routine health check, vaccinations and medical examinations. Parents and carers are kept informed by letter.

If a child becomes ill during the course of the school day, he/she may require to be sent home. Please ensure that you keep the school informed of all contact details.

Parents should inform the school of any medical requirements relating to their child. If a child requires medication during the school day, parents must complete the appropriate medical form. This is available on request from the school office.

Emergencies

We make every effort to maintain a full educational service, but on some occasions circumstances arise which lead to disruption. Schools may be affected by, for example, severe weather, power failures or difficulties with fuel supply. In such cases, we shall do all we can to let you know about the details of our closure or re-opening by using letters, texts, email and local media etc.

School Uniform

The school uniform is:

- Grey blazer or reversible red jacket
- Red sweatshirts or cardigans (available with school log)
- White shirt or blouse with a collar
- School Tie
- Grey trousers or skirt
- Red summer dress

Children in our nursery are invited to wear the school polo shirt.

All items of clothing including P.E. kit should be marked with the pupil's name. Blazers, sweatshirts, cardigans, polo shirts and reversible jackets are all available from our main supplier:

http://www.schoolwearmadeeasy.com/index.php?route=product/category&path=35_143_226

School ties can be bought from the school office. Clip on ties are also available.

P.E. kit:

It is important that pupils come prepared to learn and for P.E. This requires appropriate clothing:

- Red/white polo shirt with shorts/track suit bottoms (polo shirts may be worn all day on days when your child has P.E.)
- Suitable kit for P.E. sessions in the MUGA

All jewellery should be removed. Pupils who are not participating in P.E. must have a note or medical certificate. Pupils who are unable to participate in practical P.E. should still bring their kit to allow them to assist in the lesson by refereeing, keeping scores or assisting with the distribution of equipment. This ensures that they are still able to take part in some way in the work of the class and do not miss out on the knowledge and understanding of the course.

There are forms of dress that are unacceptable in school, such as items of clothing which:

- potentially, encourage faction (such as football colours);
- could cause offence (such as anti-religious symbolism or political slogans);
- could cause health and safety difficulties (such as loose fitting clothing, jewellery)
- could cause damage to flooring;
- carry advertising, particularly for alcohol or tobacco
- could be used to inflict damage on other pupils or be used by others to do so.

Under no circumstances will children and young people be deprived of any educational benefit as a result of not wearing clothing conforming to the school's dress code policy.

Clothing and Footwear Grants

Parents/Carers receiving Income Support, Job Seekers Allowance (Income Based), Working Tax Credit (with a total annual income of less than £15,050*), Housing Benefit, or Council Tax Benefit will normally be entitled to monetary grants for footwear and clothing for their child. Information and application forms may be obtained from schools and at www.glasgow.gov.uk/index.aspx?articleid=8629

School Meals

Children of parents/carers receiving Income Support, Income-based Job Seekers Allowance, Working Tax Credit (where income is less than £6,420) Child Tax Credit only (where income is less than £15.910*) and income-related Employment and Support Allowance are entitled to a free midday meal.

Information and application forms for free school meals may be obtained from schools and at www.glasgow.gov.uk/index.aspx?articleid=8629

Our school meals, the 'Pick and Mix' Fuel Zone, are based on the Cash Cafeteria system and pupils who pay for meals are required to bring the money on a daily basis. There is a choice of hot meals and one cold meal daily. Details of the charges in the Cash Cafeteria may be obtained from the school.

Several pupils in the school suffer peanut allergies and we would request that no foods containing nut traces are brought to school.

Special diets are available to any child suffering from a medical condition such as diabetes.

Halal food is available for children of the Muslim faith.

Pupils who take school meals or packed lunches are not normally allowed to leave the school during the lunch hour. Parents/carers are requested to inform the school by letter or telephone if there is any change to the normal routine and collect them in the entrance hall.

Children who bring packed lunches are asked to observe the following rules:

- Packed lunches should be brought in separate box or bag - school books and food do not mix
- In the interest of safety young children should not bring hot drinks or glass containers

Please label clearly the child's name and class on any packed lunch box

Your co-operation in this area is appreciated.

Packed lunches are eaten in the hall beside the served lunches except in warm weather when children with packed lunches may choose to eat in our outdoor 'picnic area.

Transport

GENERAL

The Education Authority will normally provide free transport to all primary children who live more than one mile from their local school by the recognised shortest walking route. This policy is more generous than the law requires. This means that the provision of transport could be reviewed at any time.

Parents/Carers who consider they are eligible should obtain an application form from the school or Education Services. These forms should be completed and returned before the end of February for those pupils and young people beginning school in August to enable the appropriate arrangements to be made.

Applications may be submitted at any time throughout the year but may be subject to delay whilst arrangements are made. The appropriate officer has discretion in special circumstances to grant permission for children and young people to travel in transport provided by the authority, where spare places are available and no additional costs are incurred.

The authority has an Exceptional Circumstances policy relating to e.g. homelessness, parental/carer disability, etc. Details are available from the school. There is also a procedure to request transport on medical grounds. The school can advise on procedures.

PICK UP POINTS

Where free transport is provided it may be necessary for children and young people to walk a certain distance to the vehicle pick-up point. It is the parent's/carer's responsibility to ensure that their child or young person arrives at the pick-up point in time. It is also the parent's/carer's responsibility to ensure the child or young person behaves in a safe and acceptable manner whilst using school transport.

Transfer from Primary to Secondary School

Children normally transfer between the ages of 11½ and 12½ so that they will have the opportunity to complete at least four years of secondary education.

Our associated secondary school is:

St. Paul's High School

36 Damshot Rd,

Glasgow

G53 5HW

0141 582 0040

Head Teacher - Lisa Pierotti

Transition programmes are established with St. Paul's High School in order to ensure a smooth transition for all our children.

Communication with Parents/Carers

At St. Angela's Primary School we use a variety of ways to keep in touch.

Open Door Policy - the senior leadership team are available for all parents and carers at any time providing they are not teaching or in another meeting. Please either pop in to the school office or phone for an appointment.

Class Diaries - will let parents know what homework has been set and is also used to communicate between the class teacher and parents.

Newsletters - will be sent out on a regular basis to keep parents informed about the work of the school.

Letters - further information which requires a response may be sent out in letter form.

School website - will contain a great deal of information about the school. It is a good idea to check this regularly.

Text messaging - you may also receive text reminders about events/school closures etc.

Email - information/letters that can be sent via email will minimise paper waste.

Meetings - parents and carers are welcome in the school to discuss any aspect of their child's development and progress. To avoid disappointment, it is advisable to make an appointment. There are various opportunities throughout the year when parents can discuss their child's progress with the class teacher and view the child's work.

Parents and carers are welcome at other events throughout the school year e.g. workshops, information evenings, class performances, religious and other assemblies. The school newsletter and the website will keep you informed.

Emergency Contact Information

At the start of each school session, parents will be issued with the annual data check for. Please ensure that this is completed and returned to the school. It is also important that you let us know if there are any changes to your telephone number(s) or to those of your emergency contacts throughout the year.

Privacy Statement and Data Protection - Use of Information about Children and Parents/Carers

As a local authority our schools and early years establishments process information about children in order to provide education and care. In doing so we must comply with the Data Protection Act (1998). This means, amongst other things, that the data held about children must only be used for specific purposes.

However, you should be aware that we may use this information for other legitimate purposes and may share this information where necessary with other bodies responsible for administering services to children, or where otherwise required by law. We may also use any information for research purposes.

However, all personal data is treated as confidential and used only in accordance with the Data Protection Act and the Information Use and Policy approved by the City Council.

For further information please see our full privacy statement at <http://www.glasgow.gov.uk/index.aspx?articleid=2908>

Appointments during school hours

If your child has an unavoidable appointment, please give them a letter for their class teacher and then collect them from the school office at the specified time.

Comments and Complaints

In St. Angela's Primary School we aim to have positive relationships across our school community. However, if you have a comment or complaint about any aspect of school life, please contact myself, Mrs Watson or Mrs Higgins in the first instance.

Glasgow City Council complaints procedures are available: www.glasgow.gov.uk/index.aspx?articleid=2896

Customer Liaison Unit
Education Services
Glasgow City Council
City Chambers East
40 John Street
Glasgow g1 1JL

Tel: 0141 287 5384

e-mail: education@glasgow.gov.uk

The above website also includes information on data protection and freedom of information.

Education Scotland Inspection

In May, 2012 Education Scotland conducted an inspection of the school. The inspection, was very successful. Details of the inspection can be viewed via the link below:

<http://www.educationscotland.gov.uk/inspectionandreview/reports/school/prims ec/StAngelasPrimarySchoolGlasgowCity.asp>

Supervision of Playgrounds

An adult presence is provided in playgrounds at breaktimes in terms of the *Schools (Safety and Supervision of Pupils) (Scotland) Regulations, 1990*

All three children's playgrounds in St. Angela's have adult supervision.

Curriculum

Curriculum for Excellence 3-18

Curriculum for Excellence has been introduced to raise standards of learning and teaching for all 3 to 18 year olds. It aims to help prepare children and young people with the knowledge and skills they need in a fast changing world. As part of Curriculum for Excellence all children from pre-school to the end of S3 will receive a rounded education known as a Broad General Education(BGE).

Curriculum for Excellence is all about bringing real life into the classroom and taking lessons beyond it.

Through the experiences we provide at St. Angela's Primary School and Nursery Class we want our children to become Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors. We are committed to providing children with a broad general education and focus on eight curriculum areas.

Expressive Arts	Health & Wellbeing	Languages	Mathematics
Religious & Moral	Sciences	Social Studies	Technologies

Progress in learning is indicated through curriculum levels as detailed below.

Level	Stage
Early	The pre-school years and P1 or later
First	To the end of P4, but earlier or later for some
Second	To the end of P7, but earlier or later for some
Third & Fourth	S1-S3, but earlier for some

Expressive arts: The inspiration and power of the arts play a vital role in enabling our children and young people to enhance their creative talent and develop their artistic skills.

Health and wellbeing: Learning in health and wellbeing ensures that children and young people develop the knowledge, understanding and skills which they need now and in the future to help them with their physical, emotional and social wellbeing.

Science: Science and its practical application in healthcare and industry is central to our economic future, for our health and wellbeing as individuals and as a society.

Social Studies: Through social studies, children and young people develop their understanding of the world by learning about other people and places both past and present, societies, their beliefs and values.

Religious and moral education: Religious and moral education in the Catholic includes learning about and practising the Catholic faith as well as learning about other Christian churches, Islam, Judaism and other world religions, and supports the development of beliefs and values.

Languages: Knowing other languages and understanding other cultures is a 21st century skill set for students as they prepare to live and work in a global society.

Mathematics: Mathematics equips us with the skills we need to interpret and analyse information, simplify and solve problems, assess risk and make informed decisions.

Technologies: The range of subjects in technical education has changed significantly over the last two decades and now includes craft, design, engineering and graphics.

There will be opportunities throughout the year for parents and carers to learn more about aspects of the curriculum and to be consulted about significant changes if appropriate.

Outdoor Education Opportunities

Excursions and educational visits are a very important and valuable part of our educational system. Formal planning of these activities is carried out according to the Authority's Management Circular No.48 Procedures, taking consideration of any dangers or difficulties that may arise re. the health and safety of the pupils and accompanying staff.

Outings to various places of interest, nature walks, field trips for environmental studies etc. are organised during school hours by class teachers. Consent Forms for all out-of-school activities are now sent home to parents for completion at the start of each school session. Educational trips are organised throughout the session. These experiences are planned through Inter Disciplinary Learning (IDL) opportunities.

Useful websites

www.curriculumforexcellencescotland.gov.uk

www.educationscotland.gov.uk/parentzone/index.asp

Religious Observance

The school is committed to the spiritual, moral, social and cultural values of each child in our care. As a Catholic Denominational School the religious education programme used in St. Angela's Primary is This is Our Faith.

Our general aims for Religious Observance are:

- to express, develop and deepen the faith of the individual, school and community
- to celebrate the faith that is being developed in the religious education programme
- to allow pupils of all faiths to experience the community at worship
- to help pupils to confirm and deepen their own prayer life, sacramental life and commitment

Our pupils of the Catholic faith receive the sacrament of Reconciliation at Primary 3 stage. Holy Eucharist is received at Primary 4 and Confirmation at Primary 7 (for those children who have not yet received the Sacrament). Our pupils who are not Catholic gain a unique sense of unity when sharing in the joy of spiritual experiences with their Catholic friends

School masses are held monthly and on two Holy Days of Obligation. Whole school weekly Assemblies bring all pupils together to join in community prayer. At specific times in the Catholic Calendar Assemblies address issues, such as Lent and Advent, in religious observance.

The school adheres to the following advice in the SOEID Circular 6/9: Under Section 9 of the Education (Scotland) Act 1980 and SEED Circular 1/2005 that parents and carers are given the right of withdrawal of their children from Religious Education and Observance. Notwithstanding this, however, parents who elect to send their children to this school are expected to accept the religious tradition and ethos of the school and their children should therefore attend all religious instruction and observance. If any parent should still wish to exercise their rights of withdrawal, they should seek an early interview with the Head Teacher.

Parents and carers from religions other than Christianity may request that their children be permitted to be absent from school in order to celebrate recognised religious events. Only written requests detailing the proposed arrangements will be considered. Appropriate requests will be granted on not more than three occasions (days) in any one school session and the child noted in the register using code REL on these days.

Relationship Education for Primary Schools: The school uses the Archdiocesan resource, *God's Loving Plan for Relationship Education for Primary Schools* as part of the RME syllabus. Parental workshops are offered at stages 6 & 7 in preparation for the teaching of lessons to the children at Primary 7.

Within the Catholic school we use the self evaluation tool, *Shining the Light of Christ* to ensure the teachings of the Catholic Church permeate all we do.



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.

Assessment and reporting

All children are assessed both formally and informally throughout the year. This allows children and their teachers to identify their strengths and areas for improvement. A variety of assessment methods are used to enable staff to pass on information to parents about the progress of their child. Assessment records are kept by the class teacher and form the basis of discussion at Parents' Evenings in October and March. An annual report is sent to parents towards the end of each school year.

If you have any concern about your child's progress do not hesitate to contact the school.

Each pupil is assessed as an individual to measure progress and set targets, identify strengths and needs, to ensure that our teaching methods and resources are appropriate, and, to obtain accurate information for reporting to parents/carers, to pupils themselves and to teachers.

In order to quality assure the assessment processes being used in classes, the Senior Leadership Team closely monitor the progress of a focus group of children from every class. The information collated from working with these groups is recorded and monitored regularly.

We use Personal Learning Plans at every stage. These allow every child to engage in 1 to 1 dialogue with their teacher about their progress against a set of agreed targets in Literacy and Numeracy. Parents are also kept up to date with their children's progress via the Personal Learning Plans.

Pupil Profiles

Every child leaving primary school in Scotland has their key achievements in school, at home and in the community documented within a P7 profile. The content of the profile is decided by the young person. The profile is a positive record of their achievements and emphasises their strengths. The profile provides a valuable way for learners to share valuable information about their achievements with their parents and teachers in secondary school.

Support for Pupils

GCC Policy - Glasgow City Council has a duty, as outlined in the Standards in Scotland's Schools 2000 Act, to ensure that your child achieves their potential. Glasgow's Education Services is committed to the inclusion of all children and young people with additional support needs, where possible, within mainstream schools. This is in accordance with the statutory requirement in the 2000 Act.

It is also part of Glasgow's policy to maintain a range of special educational establishments. This recognises the key role to be played by specialist provisions in addressing severe low incidence disabilities. The authority recognises that there are a wide range of factors, which may act as a barrier to your child's learning. We are committed to working closely with parents and carers to ensure that you are fully involved in overcoming barriers to learning. Additional support needs may be linked to a learning difficulty or disability but could also apply to a child or young person suffering from bereavement who requires pastoral support, a more able child/young person or those with a particular talent, which needs to be fully developed. The policy requires all establishments to provide an environment where children and young people with additional support needs are actively encouraged to be effective learners and benefit from their school education.

Any parent or carer seeking further advice regarding this policy should contact the ASL co-ordinator for their child's stage, or Head Teacher in the first instance.

Further information relating to Additional Support Needs is also available on the Glasgow City Council website .

www.glasgow.gov.uk/index.aspx?articleid=8627

The following organisations can provide further information and support to parents of children and young people with ASN.

(a) Children in Scotland: Working for Children and Their Families, trading as "Enquire - the Scottish advice and information service for additional support for learning", a charitable body registered in Scotland under registration number SC003527;

(b) Scottish Independent Advocacy Alliance, a charitable body registered in Scotland under registration number SC033576; and

(c) Scottish Child Law Centre, a charitable body registered in Scotland under registration number SC012741."

The school has a duty to ensure that all pupils have equal access to the curriculum, with appropriate support for their needs, if required. This applies to the content of lessons, teaching strategies and minor adaptations to the school environment. There are a wide range of factors which may act as a barrier to learning. We are committed to working closely with parents and carers to ensure

that they are fully involved in any decisions about support for their children's needs, including setting targets within Additional Support for Learning Plans (ASP).

Physical Access:

St. Angela's is a single storey building with easy access to all parts of the school including two separate hatted classrooms and complies with the approved Accessibility Strategy published in 2004. There are ramped entrances, wide door openings and no requirement for a lift.

There are handrails in the boys' indoor toilets and a specialised 'closomat' toilet at the school's entrance hall for anyone with a physical disability. Ramps at several access points to the school have also been installed.

Getting it Right for Every Child (GIRFEC)

The GIRFEC approach is about how staff in all children's services meet their needs by working together where necessary to ensure that children reach their full potential.

www.scotland.gov.uk/gettingitright

Dealing with Racial Harrassment

The Race Relation Act of 1976 makes it unlawful to discriminate against someone because of her/his colour, race, nationality, ethnic or national background. The Act makes it the duty of Glasgow City Council to eliminate unlawful racial discrimination.

In 1999 the guidelines, "Dealing with Racial Harassment' were issued to assist all teaching staff in dealing with such incidents. The adoption of an anti-racist approach should be seen as one part of the continuing attempt to improve the quality of education. Glasgow City Council recognises that support from the home is essential if these aims are to be achieved. Every child or young person in Glasgow has the right to be happy and secure at school.

All adults employed in St. Angela's Primary School will adhere to Glasgow City Council Education Services Policy as drawn up in Management Circular 57 :

Management

Appendix 3

CIRCULAR No 57

Glasgow City Council

Education Services

CHILD SAFETY I CHILD PROTECTION POLICY

Insert For School Handbooks And Public Display

All educational establishments and services must take positive steps to help children protect themselves by ensuring that programmes of health and

personal safety are central to the curriculum and should have in place a curriculum that ensures that children have a clear understanding of the difference between appropriate and inappropriate behaviour on the part of another person, no matter who.

As with other areas of the curriculum, you will be kept informed of the health and personal safety programme for your child's establishment.

Schools, establishments and services must create and maintain a positive ethos and climate which actively promotes child welfare and a safe environment by:

- ensuring that children are respected and listened to
- ensuring that programmes of health and personal safety are central to the curriculum
- ensuring that staff are aware of child protection issues and procedures
- establishing and maintaining close working relationships and arrangements with all other agencies to make sure that professionals collaborate effectively in protecting children

Should any member of staff have concerns regarding the welfare or safety of any child they must report these concerns to the head of establishment The head, or the person deputising for the head, after judging that there may be grounds for concern regarding the welfare or safety of any pupil must then immediately advise the duty senior social worker at the local social work services area office of the circumstances.

School Improvement

St. Angela's priorities for this session are summarised as follows:

Priority No.	Priority	Expected outcomes for learners which are measurable or observable
1.	Mathematics and Numeracy	<ul style="list-style-type: none"> • Full implementation of SEAL • Consolidation of the use of children's mental agility strategies. • Children will benefit from a wide range of resources to assist in the development of their mental agility and numeracy skills
2.	Promoting Positive Behaviour	A nurturing and consistent approach to behaviour throughout based on rights-respecting language and behaviour.
3.	Social studies	Improvement in all aspects of progress through Social Study levels.

Promoting Positive Behaviour

Children's Rights as outlined in the UNCRC (United Nations Convention on the Rights of the Child) are fundamental to a good school ethos. Adults in our school will work with children to ensure they are aware of their rights and fully respect the rights of others. We work together to ensure we create a nurturing environment for all. The approach within St. Angela's Primary School is to build a positive ethos that demonstrates care and respect for all. Positive behaviour is recognised and celebrated. Our school operates a system of class charters to set out expected behaviour. This is celebrated through Golden Time treats, awards at assemblies and certificates sent home to parents etc.

The highest standards of behaviour are expected of pupils at all times. Where this is not the case, a variety of sanctions are used. Parents are asked to co-operate with the school in encouraging a sense of responsibility and good behaviour in their children.

Child Safety Education and Issues

Arrangements are made annually for talks to be given by the police e.g. to the infants on the dangers of 'Talking to Strangers', to the juniors 'Choices'(Community Issues) & Vandalism, and, for the seniors 'Drug & Health Awareness' and 'Personal Safety', through the 'Education for Citizenship and the Law' Programme. This enhances our own Personal Safety Programme which includes bullyproofing ourselves and our school.

Primary 7 children are taken for swimming lessons annually and are presented for professional swimming awards and certificates.

Children are generally discouraged from bringing toys or games to school and particularly any that might cause injury to themselves or another child.

The school adheres to Glasgow City Council's Policy on the danger of pupils wearing earrings during PE lessons. Staff will not remove earrings for pupils and so it is a parent's responsibility to remove them before school on children's PE days.

Children who have not been met by an adult at home time when they had expected to are told to report to the office where they can wait safely until collected. Parents/carers should telephone the school in advance if they are possibly going to be late.

All parents/carers and visitors are requested to ensure our children's safety by always reporting to the school office on arrival and if remaining in the building

it is necessary that they sign the visitor's book recording arrival and departure times. Parents/carers should never enter classrooms directly.

Home Learning

Continuing to learn at home helps children to achieve more and is a vital part of our partnership with parents. Please check your child's schoolbag for communication about home learning and specific tasks. A copy of our home learning policy will be available on the website and on request from the school office.

Parent Council

Parent Forum and Parent Council

The Scottish Schools (Parental Involvement) Act 2006 has changed the arrangements for parental representation in all schools. Since August 2007, all parents/carers are automatically members of the Parent Forum for their school and they have a right to establish a Parent Council to represent them.

PARENT FORUM

The membership of the Parent Forum is made up of all parents/carers who have a child or young person at an education authority school. Membership of the Parent Forum allows parents/carers to have a say in the local arrangements to enable their collective view to be represented on matters such as the quality and standards of education at the school and other matters of interest to parents/carers. One of the ways parents/carers in the Parent Forum will be able to express their views will be through the Parent Council.

PARENT COUNCIL

The Parent Council is a group of parents/carers selected by members of the Parent Forum to represent all the parents/carers of children and young people at the school. Parent Councils are very flexible groups and the Parent Forum can decide on the type of group it wants to represent their views. The objectives of the Parent Council are:

- To promote partnership between the pupils, staff, parents and the Catholic Church.
- To work in partnership with the school to create a welcoming and safe environment that is inclusive for all.
- To develop and engage in activities which support the education and welfare of all pupils, allowing them to fulfil their potential, leading to lifelong activities being guided by the Holy Spirit and the presence of Christ in the service of God and others.

□ To identify and represent the views of parents on the educational experience offered by the school and other matters affecting the education and welfare of pupils.

Parent Councils are recognised in law from August 2007. As a statutory body, the Parent Council has a right to information and advice on matters which affect children and young people's education. So, the school and the local authority must listen to what the Parent Council says and give it a proper response. Every school's Parent Council will be different because it will be parents/carers in each school who make the key decisions. The Parent Council is also entitled to support from the education authority in fulfilling its role. Parent Council minutes will be displayed in the school. If you wish to contact them regarding a school matter you can do so at: stangelas.parentcouncil@gmail.com

Membership of the Parent Council

Generally, members of the Parent Council must be parents/carers of children and young people who attend the school and the chairperson must have a child in the school. However, the Parent Council can decide to co-opt other members from teachers and the community who will have knowledge and skills to help them.

The following comes from the St. Angela's Parent Council's Constitution

The membership of the Parent Council will be a minimum of 5 parents of children attending the school and up to 6 co-opted members. The parents volunteering to be part of the Parent Council are encouraged to be active members who will proactively participate, contribute and work in partnership with others to achieve the above objectives. The Head Teacher has a duty and a right to attend all meetings but has no voting powers.

The Parent Council will be selected for a period of two years.

Method of selection: An AGM is held annually, usually in September.

Information on the Glasgow City Councils' Parental Involvement Strategy can also be found at www.glasgow.gov.uk/index.aspx?articleid=8642

Pupil Council

Our Pupil Council is made up of 1 representative from each class, from P2-P7. Our nursery and P1 pupils meet as an early level Pupil Council. These are important groups which ensures that the views of pupils are heard.

Extra Curricular Activities

We have a wide range of activities that run after school to extend the learning experience. Please check your child's schoolbag for information as places are popular and usually limited.

Good links with community organisations and our Active Schools Co-ordinator, Alix Drever are vital for the success of these programmes.

Useful addresses:

Executive Director of Education: Mrs Maureen McKenna
City Chambers East
40 John Street
Merchant City
Glasgow G1 1JL
Phone: 0141 287 2000
www.glasgow.gov.uk

Community Letting Section : 0141 3022814/2815

Business Manager for St. Angela's Primary School & Nursery Class **Business Manager**

Carole Cairns

CBS Business Support Manager

South Area Team

Govan High School

12 Ardnish Street

Glasgow

G51 4NB

Tel : 0141-582-0522 Mobile 07824 334740

Councillor Shabbar Jaffri

1st Thursday of each month.	6.00 pm.	Crookston Community Group, 56 Belltrees Road.
2nd Tuesday of each month.	11.00 am.	Pollok Community Centre, 134 Langton Road.

3rd Monday of each month.	6.00 pm.	Sainsbury's Store Café, 10 Darnley Mains Road.
4th Wednesday of each month.	6.00 pm.	Cleeves Primary School, 271 Househillmuir Road.
		There will be no surgeries during school or public holidays. If you are not able to attend a surgery, we can arrange a home visit.

Telephone number:0141 287 4379

Councillor Rashid Hussain

2nd Tuesday each month.	6.00 pm.	Darnley Community Centre, 32a Glenlivet Place.
2nd Tuesday each month.	6.30 pm.	Cleeves Primary School, 271 Househillmuir Road.
2nd Tuesday each month.	7.00 pm.	Pollok Community Centre, 134 Langton Road.
4th Tuesday each month.	6.00 pm.	Ashpark Primary School, 75 Kyleakin Road.
4th Tuesday each month.	6.30 pm.	St Bernard's Primary School, 14-16 Dove Street.
4th Tuesday each month.	7.00 pm.	Pollok Library, Pollok Civic Realm, 27 Cowglen Road.
2nd and 4th Friday each month.	5.00 pm.	Glasgow Housing Association, 120 Glenmoriston Road.
		No surgeries during school and public holidays

Telephone number : 0141 287 4014

Councillor David McDonald

First Tuesday of each month.	6.00 pm.	Darnley Community Centre, 32A Glen Livet Place.
Second Saturday of each month.	11.00 am.	Pollok Library , Pollok Civic Realm, 27 Cowglen Road.
Last Thursday of each month.	6.00 pm.	Priesthill Community Hall, 100 Priesthill Road.
		No surgeries during school and public holidays. Home visits can be arranged.

There are no surgeries during school and public holidays.

Further enquiries should be directed to Glasgow City Chambers (0141 287 2000)

Although the information contained in this handbook is correct at time of printing, there could be changes affecting any of the matters dealt within the document -

(a) before the commencement or during the course of the school year in question.

(b) in relation to subsequent school years.