



INVERBROTHOCK

SCHOOL HANDBOOK

2022/2023

At Inver ... if you believe, you will achieve!



This document is available in alternative formats on request.
(Please contact the Head Teacher)

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CONTACT DETAILS & SCHOOL INFORMATION

Inverbrothock Primary School
East Kirkton Road
ARBROATH
DD11 4GR

Tel: 01241 465405

Email: Inverbrothock@angusschools.org.uk

Twitter: @InverbrothPS

THE STAFF AT INVERBROTHOCK INCLUDES:

Management team

Head Teacher	Mrs J Morison
Depute Head	Mrs J Christie
Principal Teacher	Ms S Higgins
Principal Teacher	Ms L Petrie

SCHOOL, CLASSES & PUPILS

Inverbrothock is a non-denominational school. We have no Gaelic Language provision.

Nursery roll: 36 children in the morning and 36 children in the afternoon. Children attend 5 sessions per week and can enrol for any combination of morning, afternoon, all day.

School roll: (P1-7) 312. Currently we have 13 classes (P1, P1/2, P2 and 2 classes of each P3-P7)

SCHOOL DAY

	Morning	Interval	Lunch	Afternoon
P1 & 2	9.00 – 12.30pm	10.15 – 10.35am	12.30 – 1.45pm	1.45 – 3.15pm
P3 & 6	9.00 – 12.30pm	10.15 – 10.35am	12.30 – 1.30pm	1.30 – 3.20pm
P4,5 & 7	9.00 – 12.30pm	10.40 – 11.00am	12.30 – 1.30pm	1.30 – 3.20pm

NURSERY SESSIONS

Morning: 8.00 am – 1.00 pm

Afternoon: 1.00 pm – 6.00 pm

Senior Early Years Practitioners: Ms A Cox, Ms D Keane, Ms R Addison

SCHOOL OFFICE

Senior Clerical Officer: Mrs J Owens

ENROLMENT: VISITS OF PROSPECTIVE PARENTS

[Choosing a school: a guide for parents \(Scottish Government\)](#)

Once your child has been allocated a place you will be invited along to meet the staff and children, to find out more about the curriculum and to share information about your child.

There is an extensive induction programme for all children who are entering P1 at Inverbrothock which includes sessions for parents. We find that this helps your child's entry to school to be as happy and as purposeful as possible.



EARLY LEARNING AND CHILDCARE AT INVERBROTHOCK

In Scotland, all three and four year olds, and some two year olds, are eligible for up to 1,140 hours a year of funded early learning and childcare (ELC). Our ELC class offers sessions 5 days a week, over 47 weeks of the year. Other attendance patterns are available in other Angus Council settings and in our wide range of partner nurseries, playgroups and childminders. To find out more about the benefits of ELC and the options available, visit our dedicated ELC web pages at www.angus.gov.uk/earlyyears

Once your child has been allocated a place we will invite you to meet the staff and children, to find out more about the curriculum and to share information about your child.



SCHOOL UNIFORM

School uniform can be ordered online from:

- 'My Clothing' <https://myclothing.com/>
- 'BE UNIFORMS' <https://www.border-embroideries.co.uk/>

Further information is available from the school office. All clothing brought to school should be named/marked in some way – it can be difficult for children to distinguish their own clothing from others. Gym clothes should be kept in school in a named drawstring bag.



- Inverbrothock navy sweatshirt
- Inverbrothock white polo shirt/plain white polo shirt
- White shirt (optional)
- School tie (optional)
- Dark grey skirt or trousers
- Gym shorts, plain cotton tee shirt
- Black/white indoor gym shoes for indoor PE
- Plain outdoor trainers/shoes & joggers for outdoor PE
- House colour tee shirt (optional)

For safety reasons, jewellery cannot be worn during gym lessons. If ear 'keepers' cannot be removed, they must be taped to prevent catching on clothing/apparatus. Long hair must be tied back.

PARENTAL CONCERNS & COMPLAINTS

Inverbrothock Primary School has an 'open door' policy, which means that parents are welcome in our school. If parents wish to discuss something in depth about their child, it is better to make an appointment for a time when the teacher is free. Our staff are generally able to meet very promptly – staff will listen to your concern and agree a way forward with you including how the matter will be monitored or followed up. Please contact the school before any concerns become issues.

If parents have a complaint or if issues remain unresolved then an appointment can be made with a member of the management team. In the first instance, please contact Mrs Morison regarding Nursery, P1 and any serious matters; Ms Higgins P2-P4; Ms Petrie P5 - P7; Mrs Christie ASN. Please either email the school or contact the school office to arrange.

We use restorative approaches in school to help children to deal with issues and to resolve situations/incidents – information about this approach is available from the school and is sent home annually.

When things are going well

We are also interested to know when things are going well. This helps us to plan for future learning and activities within the school. If you have been into school to help out, you will be asked to complete a short evaluation, but you are also encouraged to let us know about things that you think have been particularly successful.

THE COMPLAINTS PROCEDURE – see link below:
[Angus Council complaints procedure](#)

PARENTAL INVOLVEMENT

WORKING TOGETHER

Our 'open door' policy, means that you are welcome to contact the school office to request an appointment to speak to a teacher or other member of staff at a mutually convenient time. Staff at Inverbrothock are always willing to give of their time to discuss your child, but please understand that all staff have training and meetings to attend, and it may not always be possible to meet with you on the same day. **Urgent matters will always be dealt with promptly which is why we ask you to tell us why you wish an appointment.**

We try to provide a range of extra-curricular activities at various times of the year depending on the support available. If parents have skills and would like to offer their services, they should talk to Mrs Morison who can help to set up a particular activity for a few weeks. Parents usually find this involvement very rewarding.

We believe that it is extremely important for children to participate in school concerts, educational trips, local activities and inter-school competitions etc. and we appreciate the help we receive for these from our parent volunteers.

As parents, we ask you to take an active interest in all that your child does and to support us in maintaining the high standards set by the school. We also offer open afternoons for parents to visit classrooms to see 'first hand' what learning and teaching looks like at Inverbrothock School and how we encourage achievement.

BECOMING INVOLVED IN SCHOOL

We welcome and value the support of our parents and a number of our parents help out in school. If you would like to be involved, please contact Mrs Morison who can tell you more about the things parent helpers can do. Parents are also encouraged to be involved in working groups when we are looking at new policies and the curriculum.

Some ways you may be able to help during the school day:

- Helping in the nursery class
- Art/Craft activities
- Sharing knowledge and expertise in some aspect of the curriculum
- Practical activities such as maths games; technology; IT; first aid; photography
- Reading stories to groups of children, playing reading/phonics games
- Running or assisting to run a lunchtime club
- Supporting educational visits/trips
- Road safety – Cycle Training

Some ways you can help after school:

- Fundraising events
- Trips e.g. sporting events, concerts
- Help with activities such as sports/art/dance/gardening

Homework

We appreciate parental/carer support with any homework activities which are set on Seesaw – these are consolidation activities based on current learning.

If you wish to be a regular parent helper, PVG (Protecting Vulnerable Groups) checks have to be completed. Please discuss this with the head teacher.

PARENTAL INVOLVEMENT *continued*

HOME LEARNING

Please continue to support your child's learning at home. We appreciate that family life is very busy and try to keep homework to a minimum.

There are regular Reading, Maths and Spelling tasks with other activities where appropriate. Try to make some quiet time to discuss learning with your child – it's worth checking our @InverbrothPS twitter account to see what classes have been learning about.



Be at the heart of your child's learning.



PARENTS EVENINGS

All parents are invited to attend one formal Parents/Carers evening. At this meeting parents have the opportunity to meet their child's class teacher and to discuss their child's progress. This is also an opportunity for parents to hear how they can best support their child's learning at home. All children from P4-7 are invited to attend these meetings and to share the learning targets which they have identified in class. There are additional informal opportunities throughout the year.

THE PUPILS AND PARENTS VOICE

Personalisation and choice is one of the seven principles of curriculum design and children and young people throughout their education will have the opportunity to discuss with their teacher the context in which they learn and how they will approach the learning. Staff will discuss new learning with the children at the beginning of a new topic and plan together the areas of specific focus eg. World War 2: 'The Battle of Britain'. This will be shared with parents through a termly information leaflet. Parents and grandparents will be invited to support learning by for example sharing resources from home such as a ration book or photos, or to visit the school to talk to pupils.

Parents are invited to share comments regarding the planned work for their child at various points throughout the year in a variety of ways.

If you would like to be part of a focus group of parents looking at current school priorities, please contact the school and ask to speak to Mrs Morison.

INVERBROTHOCK SCHOOL PARENT COUNCIL

We have an active Parent Council which supports the school by fundraising and by acting as a focus group to discuss a range of school matters such as the curriculum, school policies and parent issues/requests.

You can find out more by attending meetings.



SCHOOL ETHOS, VISION, VALUES & AIMS

SCHOOL ETHOS

In Inverbrothock 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 is undertaken in partnership with parents and takes account of the individual needs of pupils and the views of parents.

Our school welcomes and encourages diversity and individuality, whilst 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 everyone who is involved in the life of our school both has the right to be respected as an individual and carries the responsibility to act in a considerate and respectful manner towards others.

We implement the Council policy for Equal Opportunities and Racial equality 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 race, religion, gender or disability.

VISION, VALUES, AIMS

VISION

At Inverbrothock we show perseverance, resilience and positivity to be TRIERS in all that we do! This, our ambition and future plans reflect those of Angus Council. We used 'Health and Wellbeing indicators' (see 'wheel' diagram) to help focus our vision, values and aims.

VALUES

Our school **values** are the **INVER LEARNING POWERS!** We use them to support our learning and to develop the 4 capacities. We are:

Triers - successful learners with a growth mindset

Improvers - confident learners who can explain how to grow their brains even more

Problem Solvers - effective learners who are confident to apply different strategies, including digital technologies

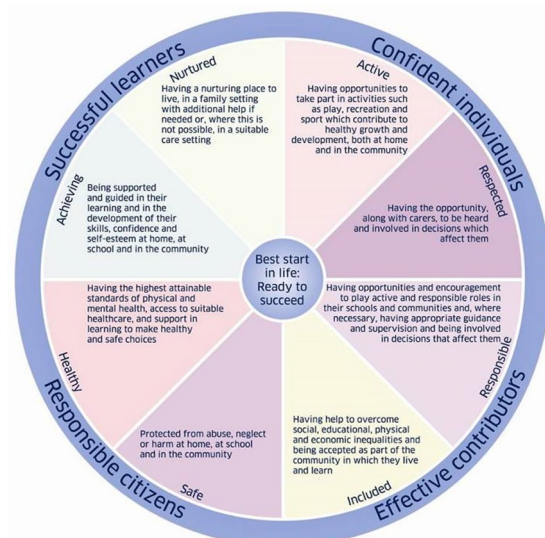
Concentrators - focused learners who know how to stay in the 'learning zone'

Team Players – responsible and inclusive learners who are kind and co-operate

Imaginators – creative learners who think of new or different ways of learning


AIMS:

- to have growth mindsets
- to grow our brains even more
- to use different strategies
- to stay in the 'learning zone'
- to be kind and inclusive
- to be creative thinkers









Inver Learn: Our Visible Learning journey continues....

The more you learn today, the smarter you are tomorrow!

WHAT are we doing?	WHY are we doing this?
<p>Using learning powers – exemplification of dispositions or 'habits' that pupils can adopt to help them improve their learning capacity</p> 	<p>Pupils know the purpose of their brain and that it can grow and change. They understand that everyone is on a learning journey but that it takes effort to make this happen. We will provide opportunities for pupils to be more engaged in the processes required to learn better.</p>
SCHOOL	HOME
<p>Learning Powers are incorporated into classroom practice. Learning powers are linked to our school charters and are discussed on a daily basis. "Star of the week" certificates are linked to learning powers.</p>	<p>You can help! Check the homework or termly overview to see which questions you could ask at home to support the learning power.</p>

Inver's LEARNING POWERS - "I will improve my learning when I am a....."

<p>... TRIER – I have a growth mindset</p>  <p>RESILIENCE PERSEVERANCE POSITIVITY</p>	<p>... PROBLEM SOLVER – I use different strategies</p>  <p>PLAN CONNECT IDEAS CHANGE CHECK THE SUCCESS CRITERIA MEMORISE PRACTISE DRAW RESEARCH TAKE A RISK!</p>	<p>... IMPROVER - I will grow my brain even more!</p>  <p>EXPLAIN FEEDBACK QUESTION</p>
<p>... CONCENTRATOR – I stay in 'the learning zone'</p>  <p>FOCUS LISTEN THINK</p>	<p>... TEAM PLAYER – I co-operate with others</p>  <p>DISCUSS KINDNESS INCLUSION</p>	<p>... IMAGINATOR- I can think up new ways</p>  <p>CREATE DESIGN INVENT</p>

HELP AT HOME - Help me to be a **TRIER!**

- Encourage me to persist if something is a bit hard for me.
- If I make a mistake, let me try again. Talk to me about what went wrong and how I can do better next time.
- Praise me for the effort I put in to achieve something, rather than the achievement!



SCHOOL & COMMUNITY LINKS

SCHOOL AND COMMUNITY LINKS

There have always been links between the school and our community and we are currently developing this further. For example, nursery inviting the local police officer in to talk about their job and road safety; our senior choir and other classes including nursery take part in the Arbroath Music Festival; participation in 'Glee' competition; local companies supporting the sensory garden project.



In addition, we continue to fund raise for local and national charities including:

- Charities such as 'Poppy Scotland' and
- 'Children in Need' to which we contribute annually.
- 'One off' donations to global appeals.



Dundee and Angus College as well as some local businesses have worked with us on the sensory garden project

CHAPLAINCY TEAM

The school is linked with St Vigeans Church (Church of Scotland) and we attend services there at Christmas and at Easter. There is currently no permanent minister.

Gerda Reid who is the Families Support Worker for St Vigeans parish, visits the school and along with the interim minister Mr Scott, supports us at services. Christmas and Easter services celebrate Christian beliefs whilst Harvest and P7 'Leavers' services are non - denominational. Parents who would prefer their child/children not to attend the Christmas and Easter services should write to Mrs Morison the Head Teacher and other arrangements will be made.



POSITIVE BEHAVIOUR MANAGEMENT

Good behaviour is essential to good learning. The general aim of Inverbrothock School is to provide an atmosphere of mutual respect and collective responsibility. Pupils, parents and staff all have an important part to play in producing and sustaining this positive ethos.

At Inverbrothock we are keen to promote and reward positive behaviour. We believe it important for our pupils to develop a sense of shared responsibility and work towards reward goals as part of a team. All staff have a shared understanding of the effects of a nurturing approach towards positive mental wellbeing and the importance of treating all children as individuals. It is recognised that there will be times when individual approaches are appropriate. We follow a rights respecting approach.

'House' system:

All children belong to one of the school houses:

- **Kinnaird** – green
- **Neville** – red
- **Ogilvie** – yellow
- **Howard** – blue

Children are encouraged to earn points for their house. House points for the week are totalled on coloured 'houses' in each classroom and P7 house captains collect the totals from each class on Fridays to calculate a grand total for the week. This total is recorded for each house and builds across the whole year.

Each term the house with the most points is awarded an extended play time – There are also termly 'house challenges' where pupils can earn points: the summer term sports day is the final house challenge.

Whole School Charter

School charters are negotiated with the Rights Team and school staff. These are displayed around school and in every class:

*We have the right to an education. We will always try our best.
We have the right to be respected. We will respect ourselves and others.
We have the right to be protected. We will be gentle towards everyone.
We have the right to be heard. We will listen to others.
We have the right to share our views. We will be kind and truthful.
We have the right to be creative in school. We will use our imaginations.*

Our charters are followed consistently throughout the school and rewarded in class again as a whole school strategy. We use 'Inver House Points, star of the week certificates and recognition boards to celebrate positive behaviour.

Restorative approaches

Where possible all conflicts will be dealt with using a restorative approach. The emphasis is on repairing the relationship between the people involved, acknowledging the 'harm' that has been caused and apologising for any wrongdoing.

'Restorative Approaches' build upon the notion of positive regard, which is based on the premise that we all need to be accepted and regarded for who we are. It also helps us to differentiate between the person and her/his behaviour. Significantly, 'Restorative Approaches' are grounded in the understanding that individuals are responsible for their actions and, within our communities when an action has caused harm, those involved have a responsibility to put things right.

To support a restorative conversation some or all of the following 5 basic questions can be used:

- **What happened?**
- **What were you thinking?**
- **How did you feel?**
- **Who else has been affected?**
- **What do you need to fix this?**

Anti-bullying: We are very proactive when dealing with bullying and use solution oriented and restorative processes to deal with every reported incident.

[Angus Council anti-bullying policy](#)

We have recently achieved our bronze 'Rights Respecting Schools Award' and as we progress through the silver award, we will be working with children, staff and parents to update positive behaviour and anti-bullying policies.

CELEBRATING ACHIEVEMENT

Children work hardest when they know their work will be appreciated and praised. All staff encourage pupils at all times and in all activities to give their best. Their effort may be rewarded verbally by praise, or non-verbally by a smiley face. **'Star of the week'** awards are handed out weekly. Class teachers identify a class 'star of the week' and write about why that child has been chosen.



'Everyone in school is proud of me'

PUPIL GROUPS AND PARENT VOICE

PUPIL GROUPS

- **Pupil Council:** We are the 'voice' of the children in school. Throughout the year we are involved in taking forward school improvement priorities and addressing any issues as they occur.
- **House Captains:** We are all in P7, and we are elected annually by the rest of the school. We organise a range of events throughout the year.
- **Sports Council:** We are appointed from P4-P7 after interview and are responsible for promoting sport and making sure we retain our 'Sport Scotland Gold Award'.
- **Eco Committee:** We are responsible for gaining our 'Green Flag' award and for making sure everyone in school takes responsibility for 'saving our planet'.
- **Digital Leaders:** We helped Inverbrothock to be one of the first schools in Angus to achieve a 'Digital Schools Award. We work with learners and staff in Inverbrothock and in other local schools to introduce new digital learning and apps.
- **Tech Team:** We help teachers with any IT related issues – just like a real help desk.
- **Rights Respecting:** We are leading the school on our 'rights Respecting' journey.

PARENT VOICE

We value the opinions of our parents and members of the community and we consult with a sample of people before making important changes and putting new policies in place. For example, recently we have been asking parents about our 'vision and values' and 'Rights Respecting School' and annual reporting. We also discuss future ideas and share future learning plans/initiatives with the Parent Council.

EXTRA CURRICULAR ACTIVITIES

EXTRA CURRICULAR ACTIVITIES

When we can, we offer a wide range of sport and non-sport extra-curricular activities and celebrate taking part and teamwork as well as our successes. We are grateful both to members of our local community and to members of staff who help us to support these activities.

Pupils are kept informed of lunchtime/after-school opportunities which they can 'sign up' to. As far as possible, extra-curricular activities are free. In addition to sports, there are occasional 'short term' clubs for example:

'Science Club'



There's so much to do at Inver and we are all very proud when we are chosen to represent our school



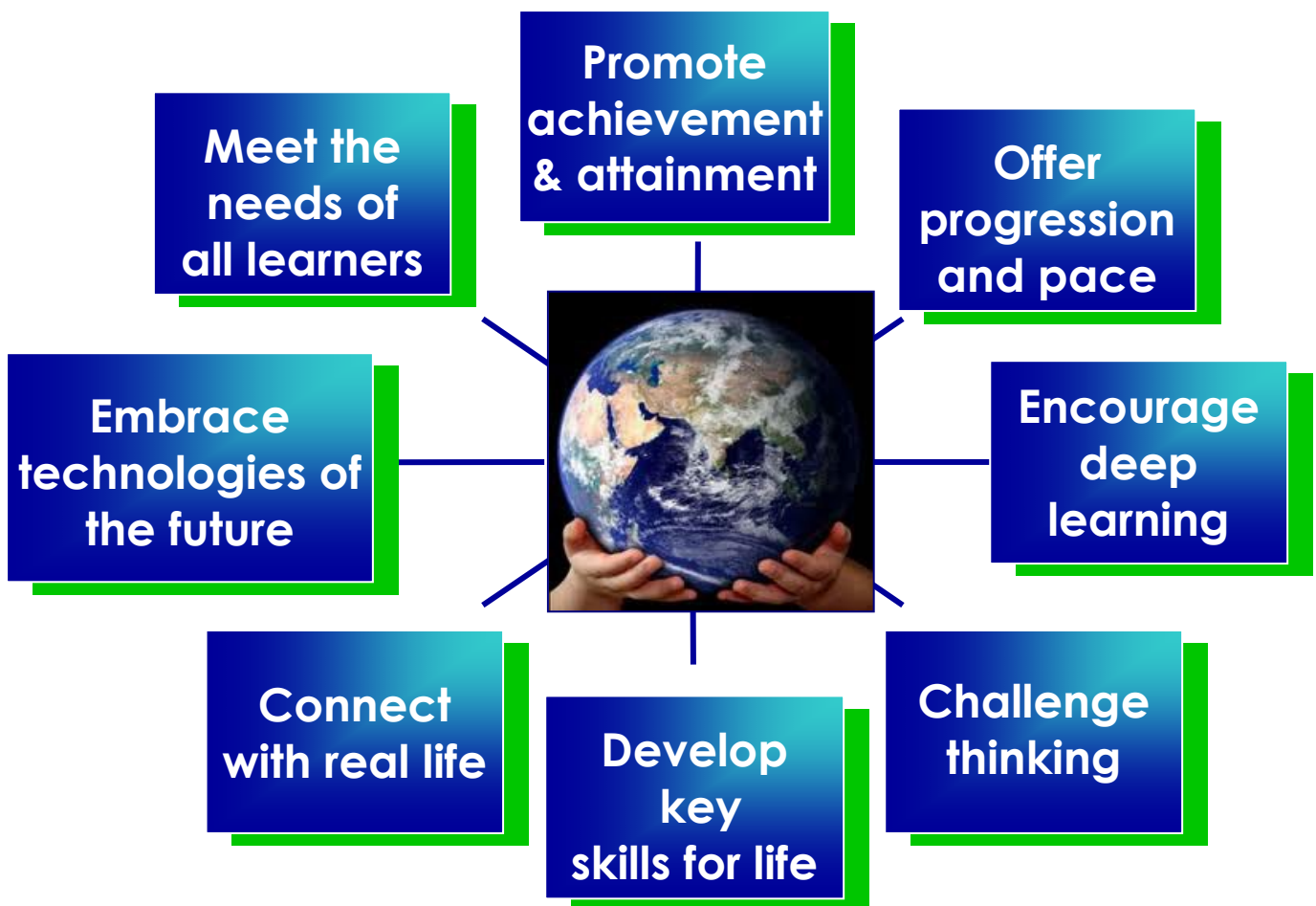
We even play football in the dark!

LEARNING OPPORTUNITIES & CURRICULUM

Curriculum for Excellence is the curriculum in Scotland. It aims to raise standards and to promote achievement for all, enabling young people to develop the skills, knowledge and understanding they need to succeed in learning, life and in work.

Children and young people work and learn at their own pace and naturally some do so more quickly, or a little later than expected. All children at Inverbrothock are supported and challenged by their teachers to be secure in their learning and to make the best possible individual progress.

For our learners, the Inver curriculum aims to:



We work as a school staff, talk to learners and listen to parents in order to develop 'Inver Curriculum'. This is an ongoing process as we aim to make sure that what we teach and what children learn in school:

- fits with the aspirations of the current cohort of pupils and their parents
- offers the entitlements set out in CfE (Curriculum for Excellence)
- motivates and inspires
- continues to support 'raising attainment'
- embraces our digital journey

YOU CAN FIND OUT MORE ABOUT:

- 'Inver curriculum' by contacting the school
- **Your child's learning** from termly information and from Twitter @InverbrothPS
- **CfE** by following this link: <https://education.gov.scot/parentzone>

LIAISON WITH SECONDARY SCHOOL

P7 pupils from Inverbrothock normally transfer to Arbroath High School however, some pupils transfer to Arbroath Academy. Both schools offer extensive transition programmes.

LINKS WITH OTHER SCHOOLS

The school maintains close links with Arbroath High School and other Primary Schools within the Angus area. Our teachers and in some cases our pupils, visit other schools and establishments and other teachers and pupils visit us. This helps us to establish curricular consistency and helps staff to have a shared understanding of progression in learning. If we have pupils transferring to Arbroath Academy, we ensure that they take part in the full programme of transition events provided.

Arbroath High School
Keptie Road
ARBROATH
DD11 3EN

Tel: 01241 465100
Email: ArbroathHigh@angusschools.org.uk

Head Teacher: Bruce Pandrich

Arbroath Academy
Glenisla Drive
ARBROATH
DD11 5JD

Tel: 01241 465200
Email: Arbroathacademy@angusschools.org.uk

Acting Head Teacher: Scott Brown



**We prepare our learners well
for secondary school**

SCHOOL IMPROVEMENT

Main achievements

The Standards and Quality Report for 2021/22 is available for all parents and contains key information about this. If you would like to receive a copy, please contact the school office.

Innovation

The school has continued on its 'digital journey' - during session 2022/23 all of our P6 & P7 learners continue to experience a very digital approach. P5 are at the start of their 'digitally immersed' journey. As part of our 'Digital Leader' status, we aim to continue to innovate and to share practice. We also support and collaborate with other local schools to develop digital capacity.

Improving standards

Attainment in Reading, Writing, Listening & Talking and Numeracy remains consistently positive and broadly in line with Scottish averages in P1, P4 & P7. We provide a comprehensive Health & Wellbeing curriculum and almost all learners achieve appropriate levels.

We continually improve our standards by:

- evaluating what we do using 'How Good is Our School 4?' quality indicators
- deciding what improvements to focus on by talking to pupils, staff and parents
- evaluating lessons – the management team visit classes and talk to pupils; teachers visit other classes and share good ideas
- having high expectations for our pupils
- giving pupils breadth, depth and challenge through 'Inver curriculum'
- involving pupils in assessing their own and their peer's work against success criteria
- involving pupils in setting personal 'next steps' to improve their learning
- identifying pupils who would benefit from extra support and setting SMART targets for and with them

School Improvement Plan

Every year, schools produce a 'School Improvement Plan' based on priorities which have been identified during the previous year. Our main priorities for 2022/2023 are:

- **Rights Respecting Schools** – fully involve learners, staff and parents to achieve bronze award and start to work through silver award
- **Health and Wellbeing** – support learners to demonstrate increased engagement/motivation in learning and self confidence
- **Reading** - make improvements in pupils' reading age and writing ability. Work towards gaining reading schools status.

Over the next three years we plan to further improve our school in the following ways:

- Further develop 'Inver Curriculum' to ensure a cohesive and progressive experience to maximise the opportunities to achieve and attain within 'National Benchmarks'
- Continue to improve how we assess pupil learning and further develop the systems we use to monitor and track individual progress
- Involve parents more fully as 'learning partners' particularly in the areas of Mental Health and Wellbeing, play based learning and outdoor learning
- Continue to be 'digitally innovative'

HEALTH CARE

You can contact your school health staff at: 01241 430303

Angus Council
Angus House
Orchardbank Business Park
FORFAR
DD8 1AN
Tel: 03452 777 778
Email: ACCESSSchoolsLearnBSU@angus.gov.uk
ANGUS COUNCIL WEBSITE

Visit angus.gov.uk/schools for information that applies to schools across Angus on topics including:

- holidays
- meals
- school payments
- attendance and absence
- assessment and reporting
- transport
- drugs education
- religious and moral education
- transitions
- ...and more

DOGS IN SCHOOL GROUNDS

We understand walking your child(ren) to and from school/nursery is an ideal opportunity to walk dogs. However, the safety and wellbeing of our pupils, families, staff and community is paramount. Also, some children feel intimidated or unsure of dogs.

So, please ensure dogs (except for service dogs) are not brought into school grounds.

And if you are walking your dog to and from school, please remain at a reasonable distance from the school gate.

This will enable children and adults to enter and exit safely.

We'd ask you to pass this information on to other adults who bring and/or collect your child(ren) from school.

USEFUL LINKS AND CONTACT DETAILS

BOOKBUG & READ, WRITE, COUNT

The Read, Write, Count programme aims to support parental engagement in literacy and numeracy. Gift bags are distributed annually to all Nursery -P3 pupils in Scotland by Scottish Book Trust. The gift bags contain essential literacy and numeracy materials to support children's learning, as well as advice and support to parents.

Studies show a direct link between a strong family learning environment and progress in reading, writing and counting. In addition to the parent guide included in the gift bags, the Parent Club [website](#) offers a range of hints, tips and advice to help parents engage in their child's learning

PARENTZONE SCOTLAND

Parentzone Scotland is a one-stop shop website for information and advice on education and learning in Scotland. The website continues to be updated and improved and can be accessed [here](#). Why not check out the website for ideas on how you can support your child's learning.

FINANCIAL ENTITLEMENT DIRECT LINKS

[Free School Meals and Clothing Grant](#)

[EMA \(Secondary Schools\)](#)

[Welfare Rights/Benefit Calculator](#)

OTHER WEBSITES

Find useful links to other websites at angus.gov.uk/linksforparents