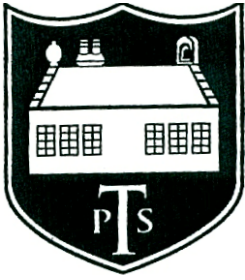


# TEALING PRIMARY SCHOOL



This document is available in alternative formats, on request  
(Please contact the school office)



Mr Michael Smith  
Head Teacher  
Tealing Primary School  
School Road  
Tealing DD4 0SZ  
T: 01382 768133  
[tealing@angusschools.org.uk](mailto:tealing@angusschools.org.uk)

Dear Parents/Carers

I would like to take this opportunity to welcome you and your family to Tealing Primary School.

At Tealing, we aim to create a happy, safe and caring environment throughout the school, while providing the best possible learning experiences and opportunities for all of our children. Due to our superb rural location, we are also ideally placed to deliver quality outdoor learning.

We fully recognise the importance of developing a strong partnership where home and school work together in order for children to receive the best from their education. Working together, we aim to develop skills which will equip children to learn and achieve throughout school life and beyond. With this in mind, we welcome and appreciate your support and involvement in all aspects of school life.

I hope you will find the information contained in this handbook helpful and informative. If you require further information about the school or wish to visit, please do not hesitate to contact us.

I hope your involvement with Tealing Primary School will be a very enjoyable experience. We look forward to working with you and your family.

Yours sincerely

Mr Michael Smith  
Head Teacher

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## CONTACT DETAILS

School Name	Tealing Primary School	
Address	School Road, Tealing, DD4 0SZ	
Telephone Number	01382 768133	
Website	<a href="http://www.tealingprimaryschool.org">www.tealingprimaryschool.org</a>	
Email Address	<a href="mailto:tealing@angusschools.org.uk">tealing@angusschools.org.uk</a>	
Head Teacher	Mr Michael Smith	
School Staff	Mrs E Murray – Class teacher Mrs L Mappin – Class teacher  Mrs H Kelly – Senior EYP Mrs S Dixon – EYA Mrs C Ferreira – Clerical/SPSA Mrs C Kerr – SPSA	
Class Stages	Nursery – P7	
Present Roll	37 Primary	9 Nursery

The school is non-denominational

No Gaelic Language is taught

## ORGANISATION OF SCHOOL DAY

School Hours	Morning Session	9:00am – 12:20pm (P1-P2)
		9:00am – 12:30pm (P3-P7)
	Morning Interval	10.30am – 10:50am
	Afternoon Session	1:30pm – 3:20pm

## 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.

## SCHOOL UNIFORM

The school uniform consists of:

- Grey or black trousers/skirt
  - White shirt and school tie or white polo shirt
  - Purple school sweatshirt/cardigan with embroidered school badge or grey/black cardigan/jumper
  - There is also a fleece jacket with an embroidered badge available
- Items embroidered with our school badge are available from My Clothing online uniform shop. More details can be obtained from the school office.

The children play, and frequently learn, outdoors therefore it is important that they wear appropriate outer clothing. Indoor shoes should be provided for children to wear in school.

Children should also have an old shirt/overall to protect their uniform during messy activities.

### PE KIT

- Black shorts, white t-shirt, gym shoes or indoor trainers
- These items should be stored in a named bag which should remain in school during term time.

### PE KIT-OUTDOOR

- Jogging bottoms, sweatshirt, outdoor trainers

**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 others.**



## PARENTAL CONCERNS

Parents should contact the school immediately if they have a cause for concern. It is our wish to deal with all matters as early as possible, preventing them from growing into significant concerns. Please contact the school office in the first instance to arrange an

appointment with the class teacher and/or the Head Teacher.

The staff will listen to your concern and agree a way forward with you. They will follow-up the initial conversation with a telephone call approximately one week later to ensure all matters have been resolved satisfactorily.

## **THE COMPLAINTS PROCEDURE**

[Angus Council complaints procedure](#)

## **PARENTAL INVOLVEMENT**

### **BECOMING INVOLVED IN SCHOOL**

The school values the important part that parents play in their children's education and sees partnership with parents as an effective way of enhancing children's achievements and promoting better school ethos and communication.

At Tealing, we are committed to creating positive relationships with parents and the wider community. We believe it is crucial to have a mutual respect and regular communication between school and home.

We have an open door policy, which means that you can contact us at any time.

#### **Opportunities for Parental Involvement:**

During the school day:

- Helping in Nursery/School
- Art/Craft activities
- Sharing knowledge and expertise in some aspect of the curriculum, e.g. topic talk, history, science, health, expressive arts
- Practical activities in science, maths, social subjects, health education (e.g. first aid), technology or ECO activities
- Reading stories to groups of children, playing reading/phonics games
- Supervising board games
- Teaching playground games
- Running a Lunchtime Club
- Supporting educational visits
- School concerts – making costumes, props, supervision of children

#### **Outwith the school day:**

- Parent Council member
- Fundraising events
- Trips e.g. transporting pupils to sporting events
- Extra-curricular activities e.g. coaching, sports/art clubs/country dancing/school grounds – maintenance of garden/outdoor areas

**If you wish to be a regular parent helper, PVG (Protecting Vulnerable Groups) checks**

**have to be completed. Please discuss this with staff.**

All parents are invited to attend two Parents' Evenings throughout the year. At these meetings, parents will have the opportunity to meet their child's class teacher for a 10 minute interview and hear about their child's progress. This is also an opportunity for parents to hear how they can best support their child's learning. Parents are also encouraged to discuss learning with their child and support as appropriate the completion of homework tasks as advised by the school. These tasks concentrate on building skills and acknowledging that so much learning takes place out with school. Learning will be shared via use of Class Dojo. This provides great insight into the targets pupils have set for themselves and allows parents opportunities to comment on their children's work.

## **SCHOOL ETHOS**

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 emphasizing 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 both have 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 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.

## **SCHOOL AND COMMUNITY LINKS**

Tealing Primary School is an integral part of the community of Tealing. Children develop skills and learn to be better citizens as they engage with and support the work of the local community. Our pupils participate in community events and competitions organized by the Village Hall and Rotary Club. We host termly Community Cafés where all members of the community are invited to share in our learning, participate in cultural events or watch performances from the pupils.

We work closely with Health partners to promote healthy lifestyles and to support health programmes and dental checks.

The school readily accepts students on placements from universities and colleges working in education and childcare and welcomes pupils on work experience from Forfar Academy.

## **POSITIVE BEHAVIOUR MANAGEMENT**



## [Angus Council anti-bullying policy](#)

Good behaviour is essential to good learning. The general aim of the school is to provide an atmosphere of mutual respect and collective responsibility. Pupils, parents and staff all have an important part to play in this. The rules of the school are of a common sense nature, bearing in mind the interest and safety of all concerned.

Tealing School's approach to behaviour management is based on the Restorative Approaches whole school model and Angus Councils' policy on 'Better Relationships, Better Learning, Better Behaviour' in Angus Schools.

Learner Attributes promote autonomy and independence in learning and, motivate learners to reflect critically. They will be discussed with children on a regular basis at both class and whole school level. The Learner Attributes should be prominently displayed in each of the classrooms and around the school. The Tealing Learner Attributes are:

- Kind, Caring and Inclusive
- Ready to Learn
- Motivated
- Respectful
- Resilient
- Curious
- Confident

## **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, sticker or certificate. Pupils are given feedback on their classroom work, achievement is celebrated and appropriate next steps in learning are then negotiated.

Achievement is celebrated in a wide variety of ways – learning logs and Class Dojo, star effort certificates, Tealing Stars stickers and praise at assembly and community events. Assemblies are also a means of celebrating achievement and sharing success and learning. Displays are located in classes and, in the school dining hall, a display celebrates pupil achievement in local and national activities and in pursuits out with school.

Children are all allocated to one of four houses, Elder, Hawthorn, Rowan and Sycamore. There are a range of opportunities for individual children or the whole house group to contribute to the sporting success of their house.

Prizes are awarded annually for curricular and sporting events. These include Numeracy, Literacy, Expressive Arts, Music, STEM Subjects, Eco, Social Subjects, Citizenship, Conduct and Personal Progress. Poetry certificates are awarded annually for Scots Poetry and Pupils in P6 and P7 are invited to compete in the Leng Medal competition each year.

## EXTRA-CURRICULAR ACTIVITIES

A variety of after-school and lunchtime clubs run at different times of the year. These include:

- Running
- Baking
- Arts and Crafts
- Football
- Choir
- Coding
- Young Leaders Events

These clubs are run by pupils, school staff, parents, Active Schools Co-ordinators, Secondary pupils and staff and members of local sporting clubs.

Older pupils who have completed Young Leader training will offer some lunchtime activities for all pupils and this will provide them with the opportunity to gain further qualifications such as Saltire Awards.

Opportunities will be shared with your child and if they are interested in attending they should request an application form which should be completed and signed by a responsible adult in the family home and returned to school.

## PUPIL COUNCIL PUPIL-LED GROUPS

There is an active Pupil Council at Tealing Primary school. It includes representatives from all classes. The Pupil Council members are elected by their class peers at the beginning of session. They hold office for one year. Throughout the year they will meet regularly with a member of the management team. They will be involved in taking forward school improvement priorities and addressing issues as they occur.

Across the school, pupils are represented in our pupil-led groups. As well as the Pupil Council, these consist of Eco-Committee, Reading Council, Rights Respecting Schools Task Force, Sports Committee and, House Captains and Vice-Captains. All groups are involved in taking forward school improvement priorities, conducting self-evaluation and improvement exercises and addressing emerging issues as they occur.

Pupil-led groups share information with staff, pupils, families and the wider community at events such as assemblies and community café where they also celebrate our school successes such as Gardening Awards and the Green Flag Award which we received in November 2019, Rights Respecting School Bronze Award November 2020 and short listed for a Nature of Scotland Award (event to be held in late November 2020). We also gained a Reading School – Silver Award in 2021.



## **LEARNING OPPORTUNITIES**

Your child will learn in a variety of different contexts and groups including ability, co-operative and social. We also join together with other rural schools in our cluster group and beyond to ensure children have a wider social learning experience.

We like to invite visitors into school to talk to the children about specialist subjects and experiences and we regularly take part in educational excursions linked to our topics.

Due to our rural location, we are ideally placed to take advantage of a range of rich, outdoor learning experiences.

## **THE PUPILS' AND PARENTS' VOICES**

Personalisation and choice is one of the seven principles of curriculum design. 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. Together they plan the areas of specific focus e.g. World War 2 – The Battle of Britain. This will be shared with parents through Class Dojo and any homework issued. Parents will be invited to support the learning by sharing resources from home e.g. ration book or visiting the school to share a talk. Parents will be invited to comment on the planned work for their child at various points throughout the year. Feedback is encouraged at any time through your child's Class Dojo profile.

At Tealing Primary School, we value the contributions of all. Pupil Voice plays an integral role in the work and ethos of the school and children authentically participate in discussions and in making decisions that affect them. Tealing Primary School seeks to ensure all children learn about their rights and that they are involved in school improvement processes to help monitor and evaluate pupil participation.

“Effective learner participation means that a good education can become relevant, valuable, and supportive of achievement and attainment.”

Learner Participation in Educational Settings (3-18)  
Education Scotland (2018)

## **THE CURRICULUM AT SCHOOL, LOCAL AND NATIONAL LEVEL**

The [school website](#) illustrates the work of all classes across the school.

The curriculum at Tealing Primary School is based on the rationale that it is designed to suit our unique context, responsive to the needs of our children and delivered through a rolling programme to ensure coverage of the Experiences and Outcomes of Curriculum for Excellence. Interdisciplinary learning is planned so that it is relevant, coherent and meets learner needs and interests; enabling the application of learning across contexts. Information about the learning will be shared through Class Dojo, Open Afternoons/Evenings and Family Engagement focus events.

More local information can be found through the link above. There are links to national information at [www.angus.gov.uk/linksforparents](http://www.angus.gov.uk/linksforparents).

## **EARLY LEARNING AND CHILDCARE**

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 between 8:50am – 2:50pm, 5 days a week, over 39 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](http://www.angus.gov.uk/earlyyears)

## **LIAISON WITH SECONDARY SCHOOL**

Children from Tealing Primary School moving on to secondary education usually attend Forfar Community Campus.

Contact details are as follows:

Telephone: 01307 492200

Email: [forfaracademy@angusschools.org.uk](mailto:forfaracademy@angusschools.org.uk)

Website: [www.forfaracademy.angus.sch.uk](http://www.forfaracademy.angus.sch.uk)

The school maintains close links with Forfar C.C. 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 process is necessary for the professional development of staff, reciprocal understanding and the establishment of curricular consistency.

Staff from Forfar C.C. also meet with P7 teachers and pupils to organise learning activities and visits to ensure a smooth transition to secondary school. These visits allow P7 pupils the opportunity to witness life in S1 and begin to make new friends in preparation for the move to Secondary School.

## **MAIN ACHIEVEMENTS**

- Pupils are enthusiastic about their learning and enjoy a rich, nurturing and stimulating environment
- Children are part of pupil voice groups driving improvements in school
- Strong links have been forged with other small rural schools
- Wider achievements are offered and celebrated for all children including Youth Scotland Awards
- Very good progress made with development of school library to create a purposeful learning space
- Increased opportunities to share learning with parents/carers
- Very positive engagement and feedback from parents/carers about the work of the school

- Pupils are able to discuss learning and help set own goals and targets

## **IMPROVING STANDARDS**

- Many are confident with Early, First or Second level at the appropriate stage (end of P1, P4 and P7)
- Good levels of progress are in evidence across the whole school
- Staff know the children's abilities well and provide effective differentiation to ensure pace and challenge within the multi-composite classes
- Planning for children's learning takes full account of the key learning at each level
- Teachers share the purpose of lessons with the children as well as help identify how to be successful

## **SCHOOL IMPROVEMENT PLAN**

Alongside our continued focus on providing a nurturing environment with high quality, progressive learning and teaching, the main focus for school improvement is:

To:

- Develop a consistent approach to, and understanding of attainment in, writing across curriculum for excellence levels.
- Engage in moderation of writing with other schools.
- Ensure at least one year's progress in learning in a year for every learner.
- Provide targeted support for individuals to ensure a year's progress is made.
- Develop pupil understanding of what progress looks like and support pupils in planning for personal progress and achievement.

## **READ, WRITE, COUNT**

The Read, Write, Count programme aims to support parental engagement in literacy and numeracy. Gift bags are distributed annually to all P2 and 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

## **FIRST MINISTER'S READING CHALLENGE**

The First Minister's Reading Challenge is an inclusive, exciting programme for all children – fostering a love of reading for pleasure. Research shows that reading for pleasure is crucially important for children's development.

The Challenge is open to all local authority and independent primary and secondary schools across Scotland, as well as, libraries and community groups. You can find out more information on the Challenge and also how schools can register to take part [here](#).

A reading app called Bookzilla, aimed at S1-S3 pupils, helps them find and recommend books and to set themselves reading challenges.

## **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.

## **HEALTH CARE**

**You can contact your school health staff at: -**

Anne McLachlan, School Nurse Team, Whitehills Community Care Centre, Forfar, DD8 3DY

## **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

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](https://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

## 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](https://angus.gov.uk/linksforparents)