

# Edzell Primary School 2023-24



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

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## CONTACT DETAILS

<b>School Name</b>	Edzell Primary School
<b>Address</b>	High Street Edzell Angus DD9 7TA
<b>Telephone</b>	01356 237135
<b>E-mail</b>	<a href="mailto:edzell@angusschools.org.uk">edzell@angusschools.org.uk</a>
<b>Parent Council</b>	<a href="mailto:Chairedzell@gmail.com">Chairedzell@gmail.com</a> <a href="mailto:Secretaryedzell@gmail.com">Secretaryedzell@gmail.com</a>
<b>Head Teacher</b>	Mrs Sheena Farquhar
<b>Class Stages</b>	Nursery to P7
<b>School Roll</b>	(32) Nursery (101) P1-7
<b>School Day</b>	9am-3:20pm
<b>Nursery Day</b>	Drop-off: between 8.30am and 10am  Core learning: between 10am and 2.30pm (includes morning snack, lunch and afternoon snack)  Pick-up: between 2.30pm and 4pm

## VISITS OF PROSPECTIVE PARENTS

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

Parents wishing to enrol their children as entrants to P1 should contact the school before the end of January. Information regarding enrolments appears in the local press. When enrolling, please ensure that you bring your child's birth certificate and two forms of proof of address.

**If your child is to be starting in August, he/she will be invited frequently during the summer term to join in normal class activities. You will also be invited to school to meet your child's teacher and find out general information which will be helpful as you prepare for your child starting Primary 1.**

## SCHOOL UNIFORM

The school has a uniform which we encourage all pupils to wear. This comprises of a red sweatshirt and a white polo shirt.

With sweatshirts, the children are requested to wear school skirts or trousers as sold by any major chain store in navy, black or grey. Sweatshirts, cardigans, polo shirts, jackets, tartan kilts and skirts are also available to order on-line from **BE Schoolwear** ([www.beschoolwear.co.uk](http://www.beschoolwear.co.uk)). Please contact the office for further details.

**PE kits;** the pupils are encouraged to wear red t-shirts and black shorts for PE. Kits should be brought in a bag. Again these can be purchased on-line from BE Schoolwear. Please name all items of clothing worn or brought into school.

All clothing brought to school should be named or marked in some way. It is difficult for children and staff to distinguish who it belongs to unless it is identified.

## PARENTAL CONCERNS

Parents should contact the school immediately 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 your child's class teacher in the first instance or if you would prefer to discuss the issue with the Head Teacher, please do not hesitate to contact Mrs Farquhar.

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

There are lots of ways that parents and carers can get involved with helping out in school.

- Helping in the nursery class
- Making school resources
- Supervising pupils working on various activities
- Sharing knowledge and expertise on some aspects of the curriculum
- Reading stories to groups of children
- Running the school library
- Helping with road safety initiatives
- Supporting extra-curricular activities e.g. Sports clubs, choir, country dancing, craft club
- Accompanying children on school outings

We welcome any suggestions from parents about activities that they think would be beneficial to the school that they can help out with!

If you wish to be a regular parent helper, PVG (Protecting Vulnerable Groups) checks have to be completed. Please discuss this with staff. This is easily arranged by school and although there is some paperwork required, all you need to provide are three forms of proof of your identity such as a driving licence or birth certificate. For any information on the scheme or any other aspect of helping out in school, please do not hesitate to call in and ask.

<b>Partnership Opportunity</b>	<b>Timing during school year</b>
<b>Parent Information Evening</b> An open event to meet informally with the class teacher and visit the classroom to see examples of the type of work and activities that will be on-going throughout the school year.	September
<b>Term Overview Sheets</b> Issued early each term to give a summary of what your child will be working on in the term ahead so you can support learning at home.	Termly

<p style="text-align: center;"><b>Learning Folios</b></p> <p>An opportunity for your child to share some of the work completed in school. You are encouraged to comment and give your feedback.</p>	<p>Sent home three times during the school session</p>
<p style="text-align: center;"><b>Homework</b></p> <p>Work given to support the learning in the classroom. We ask that you sign homework diaries once tasks are completed.</p>	<p style="text-align: center;">Daily / Weekly (as appropriate to the age of your child)</p>
<p style="text-align: center;"><b>Parent Interviews</b></p> <p>10 minute appointments will be given three times a year to discuss your child's progress with the class teacher.</p>	<p style="text-align: center;">November, February &amp; May</p>
<p style="text-align: center;"><b>School Reports</b></p> <p>A report on the progress your child has made over the course of the term.</p>	<p style="text-align: center;">Sent home three times during the session with Learning Folios</p>
<p style="text-align: center;"><b>Curriculum Information Evenings</b></p> <p>A chance to find out more about how, what and when the curriculum is taught in school.</p>	<p style="text-align: center;">Annually</p>
<p style="text-align: center;"><b>Google Classroom</b></p> <p>A digital platform where homework, photographs and class achievements can be shared.</p>	<p style="text-align: center;">Throughout school year</p>
<p style="text-align: center;"><b>Concerns</b></p> <p>Any issue no matter how small, that you feel you would like to discuss with the class teacher or head teacher.</p>	<p style="text-align: center;"><b>An appointment should be made at the earliest opportunity.</b></p>

## **SCHOOL ETHOS**

We are committed to developing pupils' moral, social and cultural values. We do this through the ethos and the curriculum, taking account of the needs of pupils and the views of parents.

We welcome and encourage diversity and individuality, while emphasizing our common commitment to moral values such as honesty, respect for others and compassion and justice. All who are involved in the life of our school have the right to be respected as individuals and carry the responsibility to act in a considerate and respectful manner towards others. We implement council policy on equal opportunities and racial equality. All pupils have access to the full range of educational experiences available within the resources of the school. We are committed to eliminating discrimination on the grounds of race, religion, gender or disability.

The positive ethos we promote is captured in our one simple school rule, 'Be Kind'.

## **SCHOOL AND COMMUNITY LINKS**

Edzell School has strong links with the local community and works hard to ensure that the children gain a sense of belonging to their community through participation in different events. These include:

- Open events in school e.g. our garden tidy days.
- We work closely with the local 'village improvement' society, supporting their fundraising and joint initiatives such as a village clean-up.
- Participation in the annual Rotary Club Quiz and Halloween party.
- By the giving of our harvest offerings and monthly food collections to the local Foodbank.
- Our choir and strings players entertain various groups within the village.
- We hold craft fairs and fundraisers to which we invite the local community into the school to join us for tea and cakes.
- We work closely with our local church and contribute towards their successful shoebox appeal for Christmas.
- Our pupils entertain community groups around Burns' Night with various talents being put to good use (dancing, singing, violin/viola and poetry recitals).
- We have close links with our local Police Officers who regularly visit the school to take part in activities and to talk to the pupils.
- Our local Minister is a regular visitor to our classes and our school assemblies.
- Our nursery children and school pupils visit residents in the local Care Home.

## **POSITIVE BEHAVIOUR MANAGEMENT**

[Angus Council anti-bullying policy](#)

At Edzell School, we pride ourselves on the behaviour and positive attitude of our pupils. We strive to ensure all pupils feel safe, happy and included in our school. We recognise that good behaviour is essential to good learning. Pupils, parents and staff all have an important part to play in this. Our school rule is simply 'Be Kind' and we regularly discuss how focusing on this can influence the decisions we make and how we act in all aspects

of school life.

All staff and pupils can nominate individuals who they 'catch' performing acts. These are recognised and rewarded with a certificate at the weekly assembly.

The school has an Achievement Wall and all pupils are encouraged to share their achievements with others whether they happen outside of school or within.

## **CELEBRATING ACHIEVEMENT**

Children work hardest when they know their work will be appreciated and praised. Staff encourage pupils at all times and in all activities to give their best.

At the end of each week, we hold a 'Pupil of the Week' assembly where certificates are awarded to pupils who have shown effort and improvement in areas linked to our learner qualities. These are:

Enthusiastic

Determined

Deep Thinker

Resourceful

Reflective

Certificates are also awarded to pupils who have been 'caught being kind' by either a member of staff or another pupil in the school.

Each pupil who has earned a certificate has their photograph displayed on our Achievement Wall until the next assembly.

Those who earn certificates are awarded house points. Points are also awarded weekly for children who have achieved in any area out-with school as recorded in the class achievement book. Each pupil belongs to one of three 'houses' and points are recorded throughout the year. Our houses are Inglis, Dalhousie and Lindsay. A pupil house captain and vice-captain encourage their team members to do their best throughout the school year. The house trophy is awarded at the end of the school year to the team with the most points.

## **EXTRA-CURRICULAR ACTIVITIES**

Despite being a small school, Edzell Primary has been able to offer an extensive number of different after school activities in recent years. Clubs vary from year to year depending on the availability of coaches and teachers and non-teaching staff and the interests of pupils. Below is a list of the clubs that have been on offer the last few years.

Chess Club, Dodgeball, Athletics, Craft Club, Cricket Club, Cross Country, Coding Club, Scottish Country Dancing, Choir, Eco Committee, Fair Trade committee, Quiz club



## **PUPIL COUNCIL**

Edzell Primary School has a busy and hardworking Pupil Council. Children vote for who will represent their class on the Pupil Council each year. The Pupil Council meet often with the Head Teacher. They can bring any suggestions, issues or concerns to the meetings on behalf of members of their class and report back on decisions made. They are involved in identifying and taking forward areas of improvement in the school.

## **LEARNING OPPORTUNITIES**

Your child will learn in a variety of different contexts and groups including ability, co-operative and social.

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

Pupils will have the opportunity to discuss their progress individually with their teacher at set points throughout the school year. During these learning conversations, the children are encouraged to evaluate their own learning and are assisted to identify targets for the term ahead. Staff will discuss new learning with the children and plan together the areas of specific focus. The learning planned for each term is shared with parents in a Term Overview and they are invited to support the learning by sharing resources from home, coming into school to share knowledge and skills they may have in a particular area as well as supporting homework activities. Feedback is always welcome to ensure good communication between home and school.

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

One of the best ways to find out more about the curriculum is by attending the Information evening held annually in September. At this event you will have the opportunity to speak to the teacher about the curriculum your child will experience in the year ahead, view resources and find out more about the different approaches used to help your child to be actively involved in their own learning. Other curricular information evenings may be held throughout the school year.

More local and national information can be accessed from the numerous sources listed in the back of the Angus Council Information section of this handbook.

## **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 8:30am-4pm, 4 days a week during term time. 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**

We are part of the Brechin High School Cluster. Brechin High School can be contacted as follows: Brechin High School, Duke Street, Brechin. Telephone: 01356 237100.

Moving from a small rural school to the larger secondary setting can seem a very big step for some pupils. However, we work very closely with Brechin High School to make this move as smooth as possible. In recent years, a number of arrangements have been put in place which helps to build pupil confidence during their final year in primary school.

Pupils from across the cluster attend transition days throughout their P7 school year. This session, all Primary 7 pupils have had regular visits to the High School from term 1 of their Primary 7 year. During these visits, the children have been able to experience break times, lunchtimes and finding their way around the larger school environment. They have worked with teachers from various departments and become familiar with the movement between classes. Primary and secondary colleagues have worked together to ensure that important information relating to pupil progress is shared. This information takes account of academic progress, personal achievements, outside hobbies and interests, attitude to work, friendship groups and any other information which will help staff prepare for the pupils as they move on to secondary school.

Later in the summer term, Pupil Care and Support staff visit our pupils to let them know which classes they will be in and answer any questions they may have about the move to secondary school.

In early June, pupils have the opportunity to attend a residential trip to Dalguise Adventure Holiday Camp with all the P7 children in the Brechin area.

Following the residential trip, the children have the opportunity to spend a week at Brechin High following their S1 timetable.

## **SCHOOL IMPROVEMENT**

### **MAIN ACHIEVEMENTS**

Pupils have been able to participate and experience success in many areas. Some of these are listed below:

The children in primaries 1 to 3 performed a nativity which was very well received by all.

The children in P4 to 7 planned, prepared and performed in a Scottish afternoon for invited guests from a number of organisations in the local community.

Children from across all stages participated in the annual Burns competition by learning and reciting a Scottish poem. The standard was exceptionally high again this year.

Music continues to be one of the strengths of the school. Pupils in Primaries 5 to 7 have had the opportunity to have string lessons with the visiting specialist weekly. The standard of performances by this group has always been commended by all.

A very successful Health Week was planned which covered a range of topics such as

physical and mental wellbeing and neurodiversity.

Pupils who are members of the charity committee have planned different events to support chosen charities. These have included Poppy Scotland and Children in Need. The pupils have donated items for the local Foodbank at regular intervals throughout the school year.

All children continued to walk / run a mile several times each week and have competed in a number of sports events with other schools in the area. These have included Fun in Athletics and Cross-Country competitions where the children performed well.

Children in the upper stages participated in Bikeability training and all were successful in achieving their Level 1 and Level 2 award.

## **IMPROVING STANDARDS**

We are committed to providing high quality learning experiences for all our children. To do this, we recognise the need for all staff to continually engage in professional learning to ensure we keep abreast of all the latest research and developments. We plan a well-considered programme of development activities to support any new school improvement we aim to implement in the school. This ensures we are well informed and confident to take changes forward and ensures the improvement is sustainable.

Careful consideration is given to learners' needs when planning the curriculum. We have continued with our 'Team Around the Child' approach when evaluating the progress of each pupil to ensure that the planned learning addresses children's additional support needs in a timely manner. Robust arrangements are in place to ensure all learners have regular communication and discussions with a key adult to review their learning and plan next steps. An independent review of the school's performance reported, 'Teachers show genuine care and concern for the children in their care and are making efforts to provide them with the best educational experience they can offer'.

We track pupil progress in numeracy, reading, writing, listening and talking at identified points throughout the school year. A range of evidence, including standardised tests, is used well to inform professional judgements. The data gathered is analysed, and with the support of professional dialogue during tracking meetings, next steps are identified for groups and individual learners.

Children are supported to review their own learning through learning conversations with their teacher focused on the evidence gathered in their learning folios. All children are encouraged to identify their next learning goals as a result of this shared discussion.

We have positive relationships with our cluster school colleagues and there is a desire to work together to support the needs of all the children in our area. This school session, we have piloted a transition project for pupils moving into S1. A comprehensive and well planned programme of visits across the school year has helped learners to feel supported and confident about their move to secondary school. Teachers in the primary and secondary settings have planned collaboratively to develop a shared understanding of progress across the two settings. There has been increased opportunities for ensure that children's mental, emotional, social and physical needs are communicated and taken into account during the transition process. 83% of the P7 cohort reported feeling that the regular visits have helped them feel more confident about starting secondary school.

## **SCHOOL IMPROVEMENT PLAN**

The school has a rigorous plan for self- evaluation in place and works with pupils, parents, school staff and partners to identify priorities for improvement on an annual basis. Our current focus is on the raising of attainment in both numeracy and writing. Our plans include the following actions:

Pupils, parents, partners and staff will be involved in a review of the vision, aims and values of the school.

Information Evenings planned for parents / carers to share school priorities and provide ideas to help parents support learning at home.

Parent information leaflets will be developed to support parents' understanding of the benchmarks in numeracy and writing at each stage.

Parent helpers to be invited into classes to support active learning in numeracy.

Teaching staff will engage in professional learning related to best practice in learning and teaching of numeracy and writing and revisit features of a quality maths lesson

We will investigate new resources to support improvement in mental maths.

Outdoor Learning providers will be employed to support children achieve John Muir award and authors will be invited into school as a means of motivating children to write.

Teachers will use pre-test scores in numeracy to effectively plan for all pupils with careful consideration of strategies to be used to support children who are not making expected progress.

New 'pupil friendly' writing tracker will be implemented at all levels.

Opportunities for moderation will be planned within school, across cluster schools and with neighbouring authority schools to support teachers to make informed professional judgements about pupil progress.

## **HEALTH CARE**

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

Brechin Health Centre, Brechin. Tel: 01356 624411 [or through school].

### **School Nurse**

Lilliann Aitken: 01674 675115 extension 67158

## **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 assistance 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

## **OTHER WEBSITES**

Find useful links to other websites at [angus.gov.uk/linksforparents](https://angus.gov.uk/linksforparents)