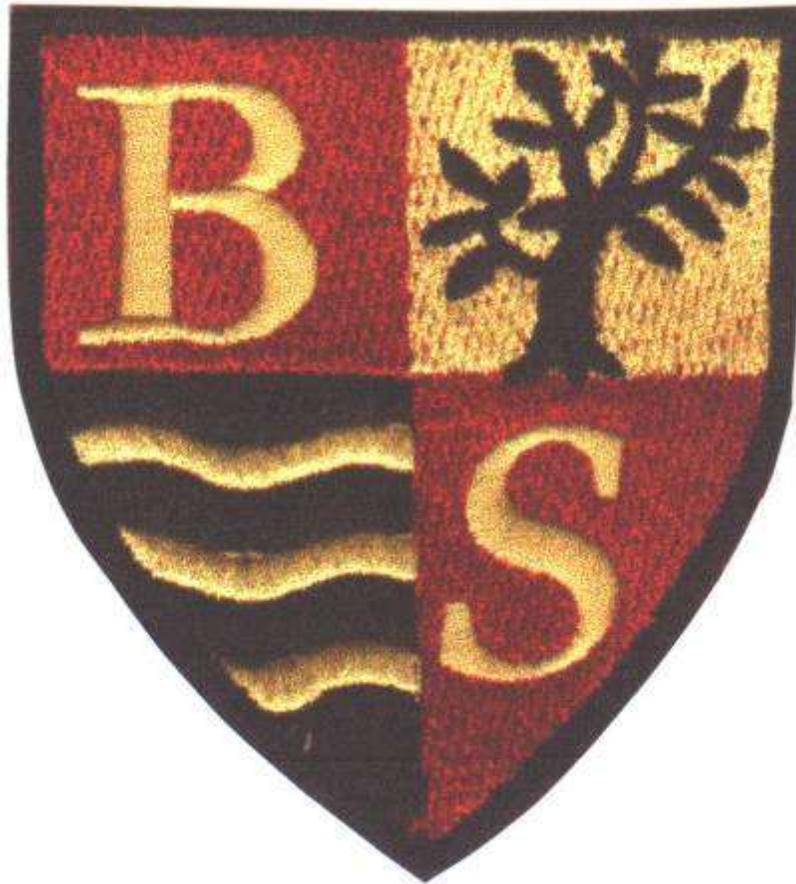


**Blackwood Primary School**



**Our ABC to transition from  
Nursery to P1**

**Article 28**

**Updated - March 2020**

## A a

**A New School:** We moved to our new school in October 2012 and our grounds were completed in August 2013.

Car park facilities are located off Southfield Road. It is expected that parents dropping off or picking up children will use this facility and reduce congestion on Carlisle Road.



**Assembly:** There is a weekly assembly, usually a Monday morning, when the whole school meet to celebrate Blackwood Primary News, Religious Observance, and global events. Over the year there is also a class assembly which you are cordially invited to attend. Every child participates and has a lot of fun! We visit Kirkmuirhill Church, usually twice a year, at Christmas and Easter.

**Attendance:** When your child is absent from school please call and let us know. High levels of absence will be referred to the attendance officer. Children not attending school due to family holidays will be recorded as unauthorised.

## B b

**Better Relationships, Better Learning, Better Behaviour:** We promote positive behaviour at Blackwood Primary School. The system of rewards and sanctions encourages our children to make the right choices. We have a school charter which reflects our school values, and takes into account the United Nations Charter for the Rights of the Child.

*Excellence*

*Respect*

*Equality*

*Determination*

*Courage*

*Inspiration*

*Friendship*



In our school, children are encouraged to -

- Have a partner voice.
- Walk in school.

In addition every class operates a traffic light system. The aim is to "stay on green" by following their own class charter.



Behaviour is recorded daily in the diary using the traffic light system. It is also recorded weekly in the diary and pupils are awarded gold, silver or bronze award termly - parents are requested to make a termly response.

**Breakfast Club:** We have a free breakfast club every morning from 8:15am. Please contact the school office if you wish to use this service.



**Buddies:** All Primary 1 pupils have an identified Primary 7 buddy to help them learn about school routines.



## C c

**Care and Concern** for themselves, for others and for the environment. Fundraising activities to help others less fortunate take place during the school year. Since 2005, Blackwood Primary School and Nursery Class have committed to the sponsorship of a pupil through World Vision. Currently our pupil is Awoke and he lives in Ethiopia.

**CEOP:** The Child Exploitation and Online Protection Centre is dedicated to eradicating the sexual abuse of children. Parents and children need to learn how to stay safe in the virtual world.

Website: <http://ceop.police.uk/>

**Child Protection:** The Head Teacher is the named Child Protection Officer for Blackwood Primary School. You can speak to her in confidence at any time.



**Classroom Organisation:** The maximum class sizes are:

- P1                      25 Children
- P2 & 3                30 Children
- P4-7                    33 Children
- Any composite    25 Children

**Communication:** We use many different forms of communicating in school.

- Diary
- Letters / Monthly Newsletter
- Email Via ParentPay
- Telephone
- Text Messaging
- Face to face meetings- please make an appointment
- School Gate- a member of the SMT is available at the start and end of the school day
- Website - [www.blackwood-pri.s-lanark.sch.uk](http://www.blackwood-pri.s-lanark.sch.uk)
- Twitter - @BlackwoodPS\_SLC

All administration letters come home to you via your child. The eldest child in the family is given the letter. Please check school bag daily.

Alternatively, use our school website to access school information, including class letters.

**Cost of the School Day:** We are mindful that we take into consideration the Cost of the School Day as we plan our curriculum and activities. This is reviewed annually in consultation with the Parent Forum.

**Curriculum for Excellence:** This is the curriculum framework in place at Blackwood Primary School. It enables children and young people to develop their capacities as successful learners, confident individuals, responsible citizens and effective contributors.

# Curriculum for Excellence

<p><b>7 Principles</b></p> <ul style="list-style-type: none"> <li>• Challenge &amp; Enjoyment</li> <li>• Breadth</li> <li>• Progression</li> <li>• Depth</li> <li>• Personalisation &amp; Choice</li> <li>• Coherence</li> <li>• Relevance</li> </ul>	<p><b>4 Values</b></p> <ul style="list-style-type: none"> <li>• Wisdom</li> <li>• Justice</li> <li>• Compassion</li> <li>• Integrity</li> </ul>	<p><b>8 Curriculum Areas</b></p> <ul style="list-style-type: none"> <li>• Health &amp; Wellbeing</li> <li>• Literacy &amp; English</li> <li>• Numeracy &amp; Mathematics</li> <li>• Science</li> <li>• Social Studies</li> <li>• Expressive Arts</li> <li>• Technologies</li> <li>• Religious &amp; Moral Education</li> </ul>
	<p><b>4 Purposes</b></p> <ul style="list-style-type: none"> <li>• Successful Learners</li> <li>• Confident Individuals</li> <li>• Responsible Citizens</li> <li>• Effective Contributors</li> </ul>	

## 4 Cross Cutting Themes

Sustainability, Enterprise, Creativity & Citizenship

## 3 Areas of whole staff responsibility

Literacy, Numeracy, Health & Wellbeing

## Levels of Achievement

Level	Experiences
Early	In pre-school and in Primary 1
First	By the end of P4 but earlier for some
Second	By the end of P7 but earlier for some
Third Fourth	In S1-S3 but earlier for some Fourth level equates to SCQF Level 4 General
Senior	In S4-S6 but earlier for some

## D d

**Dates** for your diary will be sent home.  
The infant day will be as follows:



<b>Thursday 13<sup>th</sup> August</b>	
Start:	9.30 am
Collection:	2:45 pm
<b>Friday 14<sup>th</sup> August</b>	
Start:	9.30 am
Collection:	2:45 pm
<b>Monday 17<sup>th</sup> August</b>	
Start:	9.00 am
Collection:	3:00 pm
<b>Lunch</b>	12.15 pm - 1.00 pm

On the first day, all children will entry via the main door and wait with their family in the gym hall to be collected by their class teacher.

**Diaries:** This is a form of communication between home and school which is uniformed throughout the school. Please check your child's diary every night and ensure they bring it to school with them every day. It is expected that all diaries be **signed** on a weekly basis.

## E e

**ECO:** The school has achieved Green ECO Flag status and is working on a maintenance action plan. This is the highest award in the ECO programme. The ECO Committee is proactive in the school and is formed by representation from school staff, pupils and the Parent Forum. The children are actively encouraged to reuse, recycle and reduce. During 2020/21 the ECO Committee will focus on reducing the use of plastics as a theme for our school.



**Educational Excursions:** During the school year, opportunities arise for children to participate in learning "away from school". A small cost is applied to facilitate this opportunity.

**E Mail:** Is a useful way of keeping in touch. Here is the address:

[office@blackwood-pri.s-lanark.sch.uk](mailto:office@blackwood-pri.s-lanark.sch.uk)

**Emergency Contact:** It is essential that we have accurate records for all our children so that we can get in touch with you or a named emergency contact should the need arise. Always inform us of any changes. Shortly after your child starts school, you will be asked to complete a consent form giving all your details.

### **Entitlements :**

Children of parents who receive the following benefits are entitled to a free lunchtime meal for their child

Income Support, Universal Credit (where your take home pay is less than £610 per month), Job Seeker's Allowance (income based), Employment and Support Allowance (income related), Working Tax Credit and Child Tax Credit (where your gross annual income does not exceed £6,900 as assessed by the HM Revenues and Customs), Child Tax Credit Only (where your gross annual income does not exceed £16,105 as assessed by the HM Revenues and Customs) or receive support under Part VI of the Immigration and Asylum Act 1999.

If you are in receipt of Housing Benefit and/or Council Tax Reduction from us there is no need for you to apply online, we will use the information we hold to automatically award free school meals (P4 to S6) and/or school clothing grants (P1 to S6) to eligible families.

We would encourage parents of children who are in receipt of any of the above benefits to take up this opportunity of having a meal provided for their child when they are at school. Arrangements are in place so that children who receive free meals are not singled out and we encourage all children to remain in school at lunch time.

## Clothing grant

In certain circumstances the Council provides support to parents/carers for the purchase of school wear.

Applications can be made online at [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk). If you are required to submit evidence of your Tax Credit income it is important that a copy of this evidence is attached to your online application. Should you require further information or you are unable to submit an application online then please contact the helpline number 0303 123 1011 (option 5).

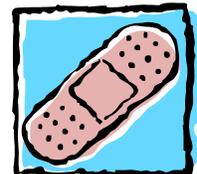
## F f

**Fairtrade** is about better prices, decent working conditions, local sustainability and fair terms of trade for farmers. We are a Fairtrade school.

We celebrate Fairtrade fortnight in February / March annually.



**First Aid:** You will be contacted immediately if there is a serious injury.



## G g

**Gym time:** The Scottish Government requires every school to provide a minimum of 2 hours physical education per week. P.E. is an essential part of a child's physical development. This is organised as 1 hour indoors and 1 hour outdoors.

**Indoor PE Kit:** A t-shirt, shorts and gym shoes are vital in ensuring your child's safety and comfort for indoor P.E.

**Outdoor P.E. kit** will depend on the weather, ideally - trainers, tracksuit bottoms, long sleeve top and a waterproof jacket.

You will be notified when it is gym day, and whether it is outdoors or indoors.



## H h

**Handwriting:** A multi-sensory approach is used to develop handwriting. The children will learn basic handwriting patterns through nursery rhymes and basic letter formation.

**Health:** This is a Health Promoting School. The Health Committee is proactive in the school organising health days and sports activities.

It is important that we encourage children to eat healthy snacks. In school we encourage children to drink water throughout the day, and ask that no fizzy drinks be sent. Our school is also a nut free zone.

**Health and Wellbeing:** "Learning through Health and Wellbeing promotes confidence, independent thinking and positive attitudes and dispositions. "

*Building the Curriculum 1*

Learning in Health and Wellbeing, ensures that children and young people develop the knowledge and understanding, skills, capacities and attributes which they need for mental, emotional wellbeing now and in the future.

Learning through HWB enables children and young people to:-

- Make informed decisions in order to improve their mental, emotional, social and physical wellbeing
- Experience challenge and enjoyment
- Experience positive aspects of healthy living and activity for themselves
- Apply their mental, emotional, social and physical skills to pursue a healthy lifestyle
- Make a successful move to the next stage of education or work
- Establish a pattern of health and wellbeing which will be sustained into adult life, and which will help to promote the health and wellbeing of the next generation of Scottish Children

Part of our HWB curriculum also involves work to promote the GIRFEC (Getting It Right For Every Child) agenda, where the children learn about the SHANARRI Wellbeing Indicators - Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible and Included.



### HMie

The school was inspected in December 2019. The report is available online.



**Holidays:** School holiday information can also be found at [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk). It is South Lanarkshire's policy to encourage all parents to plan family holidays during these times. In the event of this not being possible, please inform the school in writing. All holidays within the school term will be recorded as unauthorised absences.

**Homework:** At the early stages it is vital that your child is supported and encouraged with homework tasks. Homework is for reinforcement and should be a relaxed, happy time spent together. Homework tasks will be allocated on a weekly basis. There will be a wide variety of homework tasks including games.



**Houses:** There are 3 houses in the school.

Beech - Blue A - G

Oak - Green H - M

Sycamore - Red N - Z

Your child will be allocated a house depending on their surname, for their time at Blackwood Primary. House points are awarded across the school.

## I i

**I.C.T.:** The school uses ICT as a tool for learning. A user agreement form is issued and signed at the start of the new school year. Parents are advised not to use Social Media Sites to discuss school business or to post photographs of school events.

**Indoor Shoes:** Children are asked to leave a pair of black gym shoes in school. These can also be used for indoor gym. These gym shoes will have to be replaced over the course of the year due to wear and growth.

**Intervals:** There is a morning interval during the school day at 10:30am, which lasts for 15 minutes. Most children have a small playtime snack. Playground equipment is available for playing games. During intervals there are always adult supervisors in the playground.



## J j

**Junior Road Safety Officers (JRSO):** Senior pupils in our school raise awareness and support our road safety programme.

## K k

**Keep** things clean and tidy. Children should come to school prepared for a busy day. School bags come in all shapes and sizes, just be practical! Pencil cases should have sharpened pencils and a rubber.



## L l

**Labels:** Please label all your child's clothing. This includes P.E kit and hats and gloves. Many items end up lost when they are not labelled.

**Learning:** Children come to school to learn. They will experience a whole range of learning styles and work with a range of people. They will also experience a wide range of resources and learning environments. Encourage your child to talk about their day at school. Any worries or concerns don't hesitate to get in touch.



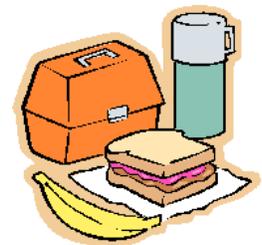
**Literacy:** The literacy curriculum is developed using an active literacy learning approach. Many resources are used to provide children with choice and challenge in their learning. This includes the development of Reading, Writing and Listening and Talking.

**Oxford Reading Tree** is the reading scheme the children will follow at Blackwood Primary School. You will become very familiar with stories about Kipper, Biff, Chip and their dog Floppy. Children are encouraged to build up a sight vocabulary of key words. Prediction and anticipation is very important so please let the storylines be a surprise. Other reading resources are also used. When a book is sent home for homework it is helpful when it is kept in the school bag so it can be used in class the next day.



Please use a range of picture novels at home to encourage reading for pleasure. The local library in the Community Wing is a great resource.

**Lunch:** We have a dining hall in our school. Children can choose from the menu which has a three week rotation. Since January 2015, this facility is free for all pupils in Primary 1 - Primary 3. Water is provided to drink, however, milk is available to buy. Alternatively, parents can provide children with their own packed lunch.



## M m

**Maths:** The maths curriculum is developed using an active learning approach which provides children with choice and challenge. Many resources are used including games and ICT which supplement the core scheme 'Scottish Heinemann and TeeJay'.



**Medical Information:** Please provide up-to-date medical information. All medication must be stored in the school office, and a permission form signed.

**Money** means nothing to a young child. When sending money to school, please put it in a named purse or envelope with the child's name and what the money is for. Try and always give the exact amount as finding change can be a problem.



## N n

**New:** Starting school is a new experience for pupils and parents. Always be positive and if you have any concerns please do not hesitate to contact the school.

**Numeracy:** Numeracy is a skill for life, learning and work. We are numerate if we have developed the confidence and competence in using number which will allow individuals to solve problems, analyse information and make informed decisions based on calculations.

**Nuts:** This is a nut free school. Please check snacks for nut content and avoid. This includes - peanut butter, snickers, muesli bars etc.

## O o

**Outdoor Learning:** Children will experience outdoor learning. Annual consent forms are signed to allow children to learn about our community in our community. When additional clothing is required, a note will be sent home.

## P p

**Painting** is a popular activity in Primary 1. Please provide an old shirt to be used by your child. Accidents do happen, apologies in advance!



**Parent Helpers** are always welcome in the school. Please contact the school office at any time, if you are able to help out. A PVG (Protection of Vulnerable Groups) check must be carried out.

**Parental Partnership** is important. The door is always open. Please contact the school if you have any concerns.

**Parent Forum:** All parents with children attending Blackwood Primary School automatically become members of the Parent Forum. Within this group, the **Parent Council** is formed ideally with representation

from every year stage as well as representation from the local community. It is in the best interest of your child for you to play an active role.



*Please sign up and use this app to fundraise as you spend for Blackwood Primary and Early Learning Centre.*

**ParentPay:** South Lanarkshire Council are currently piloting an online payment system within eight schools/nurseries in South Lanarkshire to provide online payments for schools, income management for schools, dinner money administration and an integrated parent communication system.

This provides a more convenient way for parents to pay for school meals, school trips and much more online, using a secure service called ParentPay, and this will enable you to make secure payments online using your credit or debit card.

ParentPay offers you the freedom to make payments whenever and wherever you like, 24 hours a day, 7 days a week - safe in the knowledge that the technology used is of the highest internet security available.

You will have a secure online account, activated using a unique username and password; you will be prompted to change these, and to keep them safe and secure. If you have children in both primary and secondary school, you can create a single account login for all your children.

We encourage Parents / Carers to sign up to ParentPay, as we also use the system as an alternative communication tool. You will be issued with further information once your child starts in Primary 1.

**PARKING:** This is an ongoing issue at Blackwood Primary School. South Lanarkshire Council have issued parents with leaflets which encourage you park and stride or walk your child safely to school.



Please avoid parking on Carlisle Road, and use the car park on Southfield Road.

**Phonological Awareness** is a pre requisite for successful reading. Your child will work orally on rhyme, alliteration and syllable segmentation. Nursery rhymes are used to develop these skills. Listen carefully to your child and make sure they can recite the whole rhyme.

**Photographs:** The school photographer visits the school annually. Permission is also sought from South Lanarkshire Council for the school to take photographs.

**Pupil Council:** The pupil council is formed by representation from school staff, pupils and the parent forum. This council facilitates the school's accreditation to the Rights Respecting School Programme.

Q q

**Questions:** Children ask lots of questions. Take the time to sit with your child and answer their questions.



If you have any questions, please contact the school. At Blackwood Primary School we are proactive in seeking a solution!

**Questionnaires:** These are used to consult with parents. Please return these as and when requested.

## R r

**Reporting:** Parents are formally invited to attend parents' evening twice a year (usually October and April). Diaries are used to report progress throughout the year, and a formal report is issued in Term 4.

**Rights Respecting School - Making Rights Real SLC -**  
Recognises achievement in putting the United Nations Convention on the Rights of the Child (UNCRC) and ethos. A rights-respecting school not only teaches about children's rights but also models rights and respect in all its relationships.



**Road safety:** Encourage your child to cross with the school crossing patrol and be aware of road safety on route to school.

**Routines:** Young children enjoy the routine of school and are very busy in the school day. This may affect their routines at home if they are tired. Be prepared for your child to do exactly what the teacher has asked!

## S s

**Safety** is of the utmost importance to us as well as to you. It would help us if you could inform the class teacher when a different adult is collecting your child or when you change your normal arrangements.

Teachers walk their class to the front of the school at the end of the day.

**School Closure:** During exceptional circumstances the school may be closed. A text message will be sent to the 1<sup>st</sup> emergency contact. Updates would also be put on the school website or Twitter. In times of inclement weather the "grapevine" and a common sense approach will be used as necessary.

Please also check South Lanarkshire Website [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk)

**Scoot to School:** We provide the opportunity for all children to 'Scoot to School'. If your child wishes to take part in this initiative, consent forms are provided at the school office. The school has a stock of scooters, helmets and hi-vis vests for all children to use.



**Senior Management Team:** There are 5 members of the Senior Management Team who will be happy to help you at any time.

<b>Ms McMillan</b>	<b>Head Teacher</b>
<b>Mrs Bowman</b>	<b>Depute Head</b>
<b>Mrs Bennie</b>	<b>Depute Head (on maternity leave 2020/21)</b>

<b>Miss Colquhoun</b>	<b>Principal Teacher</b>
<b>Miss Meldrum</b>	<b>Principal Teacher</b>

**Social Media:** South Lanarkshire Council issue guidance for the Parental Use of Social Media. As a school we respectfully ask that Social Media i.e. Facebook / Twitter is not used to discuss any school issues that you may have. This is to protect yourself, your child and South Lanarkshire Council Employees.



**SportScotland Award:** Blackwood Primary School has achieved the Gold SportScotland Award.

**Staffing:** During the school week, your child will have a minimum of 2 teachers.

**Star of the Week:** This is a whole school approach, to celebrate attainment and achievement at Blackwood Primary School and Nursery Class.



**T t**

**Times of the school day:** The school day is divided into thirds 9:00-10:30, 10:45-12:15 and 1:00-3:00. Never worry about running late, just let the school know and we will inform your child.



**Toilets:** Please encourage your child to ask to go to the toilet. Accidents will happen. With the best will in the world children can sometimes get caught short! We keep a supply of spare clothes. If your child needs any of these clothes at any time, we would be grateful if you could wash them and return them to the school.

**Transition Dates: TO BE CONFIRMED**

**Please check the school website for an update if school is closed.**

## U u

**Uniform** is smart, practical and an economic way of clothing your child for school. The red sweatshirt, white polo shirts and ties can be ordered or purchased through the school office. Cardigans should be red. Skirts, pinafores and trousers should be black. Remember to **LABEL** every item.

A warm waterproof jacket is recommended as children will be outside for playtime and lunch time.

School shoes should be black. In our school children change their shoes, therefore, indoor plimsolls which will be left in school are necessary.



## V v

**Velcro:** If your child finds laces and buckles difficult buy Velcro shoes. It will allow your child to become independent and save the teacher a lot of time!



## Vision and Values

**Statement** - *"In our Respectful school, effective learning and teaching takes place to inspire individuals to attain and achieve excellence. Inclusive in ethos, we celebrate the individuality, skills and talents of ourselves and others."*

**Values** - Friendship, Courage, Inspiration, Excellence, Respect, Equality and Determination



## W w

**Water:** Pupils are asked to bring a water bottle to school daily. Water fountains are accessible in school throughout the day.

**Wellington Boots:** Children are asked to leave a pair of "Wellies" in school. These will be used for daily outdoor learning experiences. These wellies will have to be replaced over the course of the year due to wear and growth.



**Writing:** Children will be encouraged to "write" at every opportunity. We call this "have-a-go". Always ask your child to read what they have written and respond in a supportive and positive manner. Formation of letters is a very tricky process for young children and this will be addressed through multi-sensory activities throughout the year. High value is placed on the child's own work and efforts.

X x

X and ✓ are common symbols to denote correct or incorrect work. Assessment Is For learning (AIFL) strategies are also used to provide feedback on completed tasks.

Y y

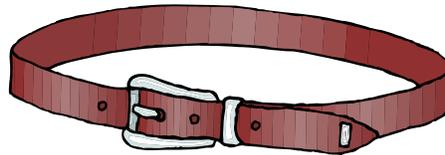
**You** now have a child at school. You can become involved in the Parent Council. Please play an active and supportive role in the school.

PVG forms are available to all parents who wish to make a regular commitment to helping out at school events.



## Z z

**Zips**, belts, laces, tights, buckles etc can be difficult for young children. Practise getting dressed and undressed and folding clothes into a neat pile. This will help on gym and drama days.



**ZZZZZ** .... Your child will have had a busy day at school. Good bedtime routines benefit everyone!



**Education Resources**  
**Executive Director Tony McDaid**  
**Blackwood Primary School - Head Teacher: Ms Christine McMillan**

**Carlisle Road**  
**Blackwood**  
**Lanark**  
**ML11 9AT**

**Telephone - 01555 892438**  
**Fax - 01555 895877**

**Email - [gw14blackwoodoffice@glow.sch.uk](mailto:gw14blackwoodoffice@glow.sch.uk)**  
**Website - [www.blackwood-pri.s-lanark.sch.uk](http://www.blackwood-pri.s-lanark.sch.uk)**  
**Council Website - [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk)**