



A Handbook for Parents and Carers

Newmill Primary School
The Moray Council
Education & Social Care

Isla Road
Newmill
Keith
AB55 6US
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www.moray.gov.uk

learning to live
living to learn

NEWMILL PRIMARY SCHOOL

A HANDBOOK FOR PARENTS and CARERS

Education & Social Care Values

BALANCE – maintaining balance in our lives

RESPECT – Treating each other as we expect to be treated

TRUST – Being open and honest with each other

COMMITMENT – To ourselves, to each other and to our communities

SERVICE – Delivering a service for the people of Moray

Notes for Parents and Carers

The Moray Council has produced a “Notes for Parents and Carers” booklet, which is designed to provide basic information about the education system in Moray and also to detail specific areas of government legislation which may relate to your child's experience at school. This booklet is available from the school, from Education & Social Care, or the Moray Council Internet site http://www.moray.gov.uk/moray_standard/page_47236.html

This booklet is also available in other languages.

Data Protection Act

Information on pupils, parents and guardians is stored on a computer system and may be used for teaching, registration, assessment and other administrative duties. The information gathered complies with the principles of the Data Protection Act 1998 and may only be disclosed in accordance with the Codes of Practice. The Data Protection Act 1998 ensures that information is collected fairly and lawfully, is accurate, adequate, up to date and not held for longer than necessary

Disclaimer

The information contained within this handbook is correct at the time of publication and is updated annually.

The handbook has been prepared by the Head Teacher, and follows guidelines set out by The Moray Council.

Date of Issue: 15th December 2011

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Newmill Primary
Isla Road
Newmill
Keith

Dear all

It is with great pleasure that I, as Acting Head Teacher, welcome you to Newmill Primary School.

Here at Newmill Primary we are all very proud of our school and its achievements. We work hard to be a place where everyone feels valued, happy and safe and a place where everyone, pupils, parents and staff, can grow and develop together as a community of learners.

I hope it will not be too long before you feel as proud to be a part of the school as we are.

A very warm welcome to you.

Hazel Rothnie
Acting Head Teacher
December 2011

ABOUT OUR SCHOOL

Newmill Primary School serves the village of Newmill and the surrounding rural area.

This session the school has a roll of 58 pupils taught in 3 composite classes. (Primary 1/2/3, Primary 4/5 and Primary 6/7)

The school building comprises one large classroom as well as a large open plan classroom area which accommodates a further 2 classes and a library. The building also has a large gym hall/canteen area and houses an open courtyard at its centre.

CONTACTING US

Address	Newmill Primary School Isla Road Newmill Keith AB55 6US
Telephone	01542 882788
Fax	01542 882637
Email	admin.newmillp@moray-edunet.gov.uk
The Moray Council	www.moray.gov.uk
Education & Social Care	01343 563374
School Information Line	Telephone: 0870 054 9999 PIN: 031400
Associated Secondary	Keith Grammar School School Road Keith AB55 5ES
Telephone	01542 882461
Fax	01542 886032
School Hours	Morning: 9.00 am - 12.30 pm Interval: 10.45 am – 11.00 am Afternoon: (Primary 1-3) 1.15 pm - 2.30pm (Primary 4-7) 1.30 pm – 3.15pm

OUR SCHOOL STAFF

Session 2011/12

Acting Head Teacher		Mrs H. Rothnie
Head Teacher Relief		Mrs A. Calder
Class Teachers		Mrs J. Mair
		Mrs. H. Philip
		Mrs L. Ritchie
ASN Teacher		Mrs C. Angus
Specialist Teachers	Music	Mrs S. Mackay
	Recorder	Mr E. Friday
	P.E.	Mrs S. Edwards
	Art	Miss R. Sweetman
School Administrator		Mrs A. Jamieson
Classroom Assistant		Mrs W. Murdoch
		Mrs. C. Whyte
Education Auxiliaries		Mrs P. Riddoch
		Mrs M. Nicoll
Children's Supervisor		Mrs C. Whyte
Catering Assistant		Mrs M. Nicoll
Cleaner		Mrs J. Ross
Janitor		Mr A. Bedows

OUR SCHOOL VISION

Through positive partnerships we climb the tower of learning together in our ever-changing world.

OUR SCHOOL AIMS

Curriculum:

To deliver a broad and balanced curriculum providing continuity and progression.

Attainment:

To enable each pupil to achieve his/her full potential by providing programmes of work appropriate to the needs of the individual child.

Learning & Teaching:

To motivate each child to see learning as desirable and enjoyable through the deployment of a variety of Learning & Teaching strategies designed to meet individual needs.

Support for Pupils:

To provide appropriate support for individual pupils to ensure that each child can access all learning opportunities and achieve his/her potential.

Ethos:

To promote self-respect and responsible citizenship in partnership with parents
To foster a caring attitude for the environment and the world in which we live.

Resources:

To deploy resources efficiently and effectively to access every educational opportunity.

Management, Leadership & Quality Assurance:

To seek continuous improvement through a process of review, evaluation and planned development.

A Curriculum for Excellence

Bringing **learning to life** and **life to learning**

Curriculum for Excellence is now being introduced across Scotland for all 3-18 year olds – wherever they learn. It aims to **raise standards**, prepare our children for a future they do not yet know and equip them for jobs of tomorrow in a fast changing world.

Curriculum for Excellence enables professionals to teach subjects creatively, to **work together** across the school and with other schools, to share **best practice** and explore learning together. Glow, Scotland's unique, world-leading, online network will support learners and teachers in this and plans are already in place for parents across the country to have access to Glow.

Teachers and practitioners will share information to plan a child's 'learning journey' from 3-18, helping their progression from nursery to primary, primary to secondary and beyond, ensuring the change is smooth. They'll ensure children continue to work at a pace they can cope with and with challenge they can thrive on.

Curriculum for Excellence balances the importance of **knowledge** and **skills**.

Every child is entitled to a **broad and deep** general education, whatever their level and ability. Every single teacher and practitioner will be responsible for **literacy and numeracy** – the language and numbers skills that unlock other subjects and are vital to everyday life.

Curriculum for Excellence develops **skills** for learning, life and work to help young people go on to further study, secure work and navigate life. It brings real life into the classroom, making learning relevant and helps young people apply lessons to their life beyond the classroom. It links **knowledge** in one subject area to another helping children understand the world and make connections. It develops skills so that children can think for themselves, make sound judgements, challenge, enquire and find solutions.

There will be new ways of **assessing progress** and ensuring children achieve their potential. There will be new **qualifications** for literacy and numeracy from 2012/13 and new

National 4 and 5 qualifications from 2013/14. Our well regarded Access, Highers and Advanced Highers will be updated to take account of and support the new approaches to learning and teaching.

There is personal **support** to help young people fulfil their potential and make the most of their opportunities with **additional support** if that's needed. There will be a new emphasis by all staff on looking after our children's **health and wellbeing** – to ensure that the school is a place where children feel safe and secure.

Ultimately, Curriculum for Excellence aims to improve our children's life chances, to nurture **successful** learners, **confident** individuals, **effective** contributors, and **responsible** citizens, building on Scotland's reputation for great education.

The curriculum we offer is carefully planned to cover the following areas: mathematics, languages, health and wellbeing, social studies, sciences, religious and moral education, technologies and expressive arts,

Mathematics

Mathematics is important in our everyday life, allowing us to make sense of the world around us and to manage our lives. It equips us with the skills we need to interpret and analyse information, solve problems and make informed decisions.

The mathematics framework is organised into three parts:

- number, money and measure
- shape, position and movement
- information handling

Language

Our ability to use language lies at the centre of the development and expression of our emotions, our thinking, our learning and our sense of personal identity.

The language framework is organised into three parts:

- listening and talking
- reading
- writing

Health and Wellbeing

Learning in health and wellbeing ensures that children and young people develop the knowledge and understanding, skills, capabilities and attributes which they need for mental, emotional, social and physical wellbeing now and in the future.

The health and wellbeing framework is organised into four parts:

- mental, emotional, social and physical wellbeing
- physical activity and sport
- planning for choices and changes
- relationships

Social Studies

Through social studies, children and young people develop their understanding of the world by learning about other people and their values, in different times, places and circumstances; they also develop their understanding of their environment and of how it has been shaped.

The social studies framework is organised into three parts:

- people, past events and societies
- people, place and environment
- people, society, economy and business

Sciences

Science is an important part of our heritage and we use its applications every day in our lives at work, at leisure and in the home. Science and the application of science are central to our economic future and to our health and wellbeing as individuals and as a society.

The sciences framework is organised into five parts:

- planet earth
- forces, electricity and waves
- biological systems
- materials
- topical science

Religious and Moral Education

Religious and moral education enables children and young people to explore the world's major religions and views which are independent of religious belief and to consider the challenges posed by these beliefs and values. It supports them in developing and reflecting upon their values and their capacity for moral judgement.

The religious and moral education framework is organised into three parts:

- Christianity
- other world religions
- development of beliefs and values

Technologies

Learning in the technologies enables children and young people to be informed, skilled, thoughtful, adaptable and enterprising citizens.

The technologies framework is organised into six parts:

- technological developments in society
- ICT to enhance learning
- business
- computing science
- food and textiles
- craft, design, engineering and graphics.

Expressive Arts

By engaging in experiences within the expressive arts, children and young people will recognise and represent feelings and emotions, both their own and those of others. The expressive arts play a central role in shaping our sense of our personal, social and cultural identity.

The expressive arts framework is organised into four parts:

- art and design
- dance
- drama
- music

HELPFUL INFORMATION

Accidents at School

If your child has an accident at school and it is necessary to seek professional medical help, every effort will be made to contact you in the first instance.

Additional Support for Learning

The Moray Council is committed to working in partnership with parents, young people and children. It is important that everyone feels able to have their say at meetings and to have their views fully discussed as part of the decision making process.

Procedures such as talking to Head Teachers or Guidance Staff (in Secondary Schools) can help sort out the great majority of situations. To further help with this, you can contact the Head Teacher, who is the Additional Support Needs Co-ordinator in the School.

If it is felt your child would benefit from some extra help in English Language or Maths then he/she will be given the opportunity to receive support from the SfL Teacher, which greatly boosts a child's confidence in that area.

Children with special educational needs are fully integrated into the school and follow a modified school curriculum at their own pace. The Support for Learning Teacher will help to plan programmes of work tailored to a child's individual needs. These are known as IEP's (Individual Education Programme).

Associated School Group (ASG)

Newmill Primary is one of six primary schools which are associated with Keith Grammar School. These schools are: Botriphnie Primary, Crossroads Primary, Keith Primary, Rothiemay Primary, St Thomas' Primary

The Head Teachers from each primary school and staff from the Grammar meet regularly to work together to implement the delivery of the curriculum.

The group also provides a platform for discussion on current educational matters as well as opportunities to pass on appropriate information about pupils who are to transfer to the Grammar at the end of Primary 7.

Attendance

If your child is going to be absent from school the following procedure should be followed;

- If your child is not able to attend school due to illness you should contact the school by 9.15 am on the first day of absence to advise us of the reason for the absence and the likely date of return to school.
- Please note – In the interests of your child's safety **you must** inform the office by 9.15am at the very latest.



Please advise the school office of any appointments etc. as soon as possible after they have been made.

If you wish to take your child out of school during term time for a family holiday you must write to the Head Teacher. It should be noted that the Scottish Government treat such absence as un-authorised and your holiday will be recorded on your child's record as such.

Eco Schools

At Newmill Primary we encourage the children to think green. We care for and appreciate our environment in many ways. We have gained a Bronze level award in the Eco Schools Scheme and are working towards achieving our silver Award.

Educational Psychology Service

Any child who is having difficulties either academically, socially or emotionally may be referred to the Educational Psychology Service, which exists to support pupils, teachers and parents. Referrals will only be made to the service with the prior consent of the parent.

Enrolment and Induction

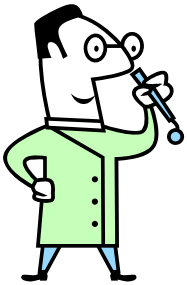
Children who will be five years old by the last day of February may be enrolled for the following August intake. Parents of children who are not five until after the August intake date may defer entry until the following year. Parents should bring along their child's birth certificate at the time of registration.

As part of the induction process our Early Stages teacher will visit the new entrants in their Playgroup and in June the children will be invited into the school to meet their new teacher and peers.

Health & Welfare

Schools work closely with the Department of Community Child Health. There is a programme of health care within the schools in Moray and throughout your child's primary schooling and with your consent, they will be checked and screened in the following areas:-

- Health Care Review with the parent and child by the School Nurse in P1.
- Medical consultation with the School Doctor as required.
- Vision screening by the School Nurse in P1, 4 and 6.
- Growth screening by the School Nurse in P1 and 6.
- Hearing screening in Primary 1 and 6
- Other reviews, examinations and appointments as necessary and as arranged with parents.



Services are constantly reviewed and may change during your child's time at school.

The School Dentist visits the school annually to carry out dental inspections and offer treatment. You are of course free to consult your own dentist privately whenever you consider it necessary. We encourage good dental hygiene through whole school participation in daily tooth brushing. Please inform the school if you do not want your child to participate in this.

The services of a Speech Therapist are available to the school and you or the Head Teacher may request such help if it is felt your child has a speech or language development problem.

Please keep the school informed of any health matters relating to your child.

Homework

All pupils will receive homework appropriate to their stage and needs. The homework should never be too difficult for your child to do and your support will always be appreciated.

Older children will be given more demanding work but it should never be more than they can cope with. If your child struggles with the work and becomes distressed simply leave it and pop a note in the homework jotter or phone the school.

Information for Parents and Carers Leaflets

A series of leaflets has been produced by Education & Social Care for parents and these are available from the school office or the Moray Council internet site.

http://www.moray.gov.uk/moray_standard/page_42708.html

Internet and e-mail

Moray school networks are provided for pupils to do school-related work, including research and communication with others. For Internet access, parental permission is required. A consent form is enclosed as part of your welcome and registration pack.



Instrumental Tuition

If your child is musical and wishes to play an instrument there may be an opportunity for them to do so. This is usually available from Primary 4 upwards. There is a charge for tuition but in certain cases pupils may be exempt from paying. At present children in Primary 5 receive a year's tuition in recorder from Mr. Friday, on a weekly basis.

Insurance

No insurance cover is held by the Moray Council to provide automatic compensation to pupils in the event of a personal accident or death. It is your responsibility as a parent to insure your child for personal accident or death if you feel this is appropriate.

The Moray Council does hold third party liability insurance which indemnifies the Council for claims from third parties (eg. Parents of pupils) who have suffered injury, illness, loss or damaged arising from the negligence of the Council or its employees. However, if there is no negligence, no claim would be accepted by the Council.

This information is brought to your attention at this time in order that you may take whatever action you feel appropriate. We are also particularly anxious to avoid the potentially distressing situation of parents only becoming aware of the insurance position after an accident has occurred, however remote this possibility.

When out of school on a trip we have accident cover through Zurich Municipal. If you require more information on this please contact the School office.

Liaison with Parents

If you have any concerns about your child you should contact the school office straight away. Staff are always willing to meet and discuss any worries you may have regarding your child's education and happiness at school.

Lost Property

Unclaimed items are placed in a box in the front foyer of the school. In order to minimise this please remember to label all items of clothing and footwear.

Medicines in School

Whilst school staff have a general duty regarding health & safety it is NHS Grampian who have the legal responsibility regarding medical treatment of pupils. However there are staff in school who are able to administer essential medication.

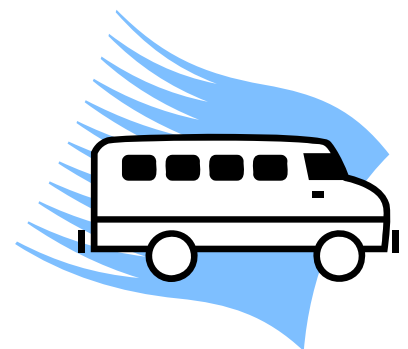
In line with policy agreed by the Senior Clinical Medical Officer, schools will only administer medicines with the written approval of a medical practitioner. Painkillers such as aspirin and paracetamol fall into this category, and will therefore, not be administered on pupil request. A copy of the 'Supporting Pupils with Medical Needs in School including The Administration of Medicines' guidance document is available at the School.

Infections Conditions

Should your child become infected with an infections condition eg. Ringworm or head lice, please inform the school and keep your child at home until treatment has been carried out. If you would like further advice or information, please contact your health visitor or the school office.

Mobile library visits

The mobile library van visits the school every fortnight to allow the children to borrow books from the library service on a regular basis. Tickets are kept in school and children are advised when the van is due.



Money in School

From time to time children will need to bring money to school. If your child is coming to school with money please put it in a sealed envelope marked with your child's name and

what the money is for. Children should pass the envelope to their class teacher or to support staff first thing in the morning.

Parent Council

Newmill Primary has a Parent Council which meets on a termly basis to discuss educational issues which affect the school, Authority policy and education in general in Scotland. The Parent Council is also very active in fundraising for the school.

Every parent of a child at Newmill is a member of the Parent Council and you are encouraged to play your part and have your say.

Details of meetings are given in the school Newsletter.

If you would like to know more about the work of the Parent Council, or if you have ideas you would like to share, please contact either the Chair or the Head Teacher through the school office.

2011-2012 office bearers

- Chair – Mrs Claire Neish/Ms. Elizabeth Webster
- Treasurer – Mrs Jane mackenzie
- Secretary – Mrs Alison Jamieson

Promoting Positive Behaviour & Bullying

Our policy statement aims to

- promote a secure and happy environment free from threat, harassment and any type of anti-social behaviour.
- show commitment to overcoming anti-social behaviour by practising zero tolerance.
- inform pupils and parents of the school's expectations and to encourage a productive partnership, which helps maintain a bully free environment.
- make staff aware of their role in achieving the above aims.
- create an ethos which encourages children to disclose and discuss incidences of anti-social behaviour.

A full copy of the Anti-Bullying Policy is available in school

Our overarching statement for all in our school community is:

'We aim to be respectful citizens and be respected in return.'

This involves all pupils being made aware of the expectations of their behaviour (for example helpful and unhelpful talk) and all staff modelling good practice.

Our promoting positive behaviour programme is based on the following beliefs:

- That positive behaviour should be rewarded.
- Individuals are given the opportunity to change behaviours.
- That behaviour should be seen in terms of both the individual and their part in the community, whether in a group, class or as a school.

Secret Student (All classes participate, students chosen at random):

In a block of four weeks – how many secret students were successful?

Pupils will decide on a sliding scale of rewards.

Sanctions

Children are expected to follow the school rules. Generally, children are made aware that they are responsible for their own actions, and that breaking rules will have consequences.

Sanctions include:

- verbal warnings for persistent misbehaviour, or
- issue of warning card(s)
- reported to the Head Teacher, or
- parents/carers asked to discuss behaviour and agree future conditions, or
- exclusion from school

The following system has been agreed by pupils, parents and staff.

Good to be green (All classes and used by all staff, including specialist teachers):

This system involves the use of warning cards.

3 yellows = 1 red - Letter home

2 red - Letter + phone

3 red - Letter + invited to meeting

Letters home will include information on what the nature of the undesirable behaviour(s).

At the end of the week all cards go back to green.

If a pupil has had all green cards then they get a 3 x privilege cards that they can bank or spend (a sliding scale of rewards will be decided by pupils at the start of session).

If a pupil receives a yellow or red card they have the opportunity to earn back a green through going from red → yellow → green.

If the pupil returned to green and stayed on green they receive 1 x privilege card that they can bank or spend.

If a pupil remains on yellow or red at the end of the week they receive NO privilege cards.

At the start of session all pupils will work in groups to brainstorm possible ideas for rewards. The programme will be reviewed by the working group at regular intervals throughout the session.

Any incidents involving violence, dangerous weapons, drugs or alcohol are reported immediately to Education & Social Care and the police may also be involved.

Pupil Councils

There are eight council groups in the school which meet regularly throughout the session: Community; Citizenship; Eco; Enterprise; Health; Pupil; School Grounds; Technology. Every pupil sits on a council and all stages are represented. The chair of each is a member of staff or parent.

Pupil Reports

Reports are currently being changed in line with the expectations of the Curriculum for Excellence. Parents will be kept up-to-date on developments.

Religious Observance

This is taught at all stages in the school. Christianity is studied as the major faith in this country.

Other World Religions are studied sympathetically to enhance the children's understanding of a multi-faith society. Personal Search involves the pupil's own reflections on and response to their life experiences and their growing knowledge of religions. Through the year Christian Festivals are observed along with those from other religions and other important events such as Remembrance Sunday.

As parents you have the right to withdraw your child from the school's religious observance activities. Please contact the Head Teacher if you wish to exercise this right.

School Closure

At the beginning of every new school year we issue Emergency Cards for you to complete. It is policy that all 'country' children require to have a village address which can be used as a last resort in adverse weather conditions.

We also require **all** families to have an alternative contact should your child become ill and you are not available.

Even in a relatively modern building, emergencies arise (heating/water/power failure), and we have to plan for early closure. When we cannot contact you at home, pupils have to be sent to their emergency address.

Severe Weather Conditions

Snow can be a problem in the winter - if the school is to be closed because of snow a message will be left on the telephone information service.

Telephone: 0870 054 99999.

PIN NO. 031400

Information will also be put on The Moray Council website. On occasions Moray Firth Radio may also make an announcement about a closure.

Every effort will be made to get children home safely in adverse weather conditions but we have to plan for the occasion when travelling might be impossible. Parents will be contacted if it is necessary to send pupils home early. Please telephone the school if road conditions out with the village deteriorate rapidly in order that arrangements can then be made to get pupils home as quickly as possible.

Please note: In adverse conditions bus/taxi drivers **must** return to school with any pupils who have not been met by an adult.

School Meals

Schools in Moray provide a wide range of healthy food in their menus which meet the Scottish Nutrient Standards for School Lunches, and offer choice and variety. Lunch tickets can be bought either singly or in a book of ten. If you choose to pay by cheque it should be made payable to "The Moray Council".

If children choose to bring a packed lunch milk and fruit juice can be purchased from the catering supervisor.

All children are supervised through lunch and in the playground afterwards.

Free School Meals

You can make a claim for free school meals for your child if you are receiving the following benefits

- Income Support
- Income Based Jobseeker's Allowance
- Child Tax Credit

Application forms are available from the School Office.

School Transport

All primary and secondary pupils who live more than 2 miles from the school will be provided with free transport if they attend their local catchment school.

In the interest of safety, pupils are expected to wear safety belts at all times and to leave the opening and closing of doors to the driver. In a moving vehicle, behaviour should not cause the driver to be distracted from his responsibility of transporting pupils safely to and from school.

Parents who drive pupils to and from school are asked to leave cars in the parking area and escort children to and from car park. No pupil should enter the car park unless accompanied by an adult.

School Uniform

We have a current contract with a north-east firm to produce a sweatshirt with our logo featuring a local landmark – the Clock Tower. This can be worn with suitable black, grey or navy trousers or skirts. The pupils really look smart in their sweatshirts. A Newmill School embroidered short sleeved white polo shirt is also available. Please remember to name or identify your child's sweatshirt in some way

Clothes for gym

Children are asked to bring in suitable clothes for P.E. Your child will need shorts, T-shirt and gym shoes.

P.E. kit should be brought to school on a Monday and taken home again on a Friday to be washed for the following week.

Children will be asked to remove jewellery for the duration of the PE session. We suggest that on gym days all jewellery is left at home.

It is also a good idea to have some form of protective clothing for art lessons. Whilst most paints will wash out some glues do not. We have found that an old large T-shirt is best for this purpose as there are no buttons to fasten.

Clothing Grants

You can apply for a clothing grant for your child if you are receiving the following benefits:-

- Income Support
- Income Based Jobseeker's Allowance
- Child Tax Credit

Application forms are available from the school office.

Secondary School Transfer and Transition

The zoned secondary school for Newmill Primary is Keith Grammar School. During the summer term a member of the Guidance Staff from KGS will visit the P7 pupils before they spend three days at KGS in June where they can become familiar with their new surroundings, meet their new classmates and teachers and sample a little of their new curriculum.

Children from the five rural schools meet up at different events throughout the year to help them to get to know each other better and make the transition to the Grammar a little easier.

This is organised by the Primary PE teachers and Head Teachers who organise events such as basket ball, dance, orienteering and cycling.

Supervision of Pupils

Morning

Pupils should not arrive at school before 8.45 am.

Lunchtime

The supervisor's lunchtime duties keep her in the dining area until 1:00 pm. Home lunch pupils should not return to school until after 1:00 pm as playground supervision cannot be guaranteed.

Wet Weather Arrangements

When the weather is bad pupils will be supervised in the hall or classroom areas with a choice of activities and games.

Children enjoy playing in the snow but this can result in clothes becoming very wet. It is a good idea for children to keep a spare pair of socks in the P.E. bag for days when it is snowing.



APPENDIX 1

SCHOOL TERM DATES (School Term Dates are available on the internet – www.moray.gov.uk and in the 'Notes for Parents and Carers Booklet.)

Session 2011-2012

Autumn Term:

Tuesday 16 August to Friday 7 October 2011

Autumn Holiday:

Monday 10 October to Friday 21 October 2011

Winter Term:

Monday 24 October to Wednesday 21 December 2011

Christmas Holiday:

Thursday 22 December 2011 to Wednesday 4 January 2012

Spring Term:

Thursday 5 January to Friday 30 March 2012

Spring Holiday:

Monday 2 April to Friday 13 April 2012

Summer Term:

Monday 16 April to Thursday 28 June 2012

Mid-Term, In-Service and Other Closures:

In-Service Closures:

Monday 21 and Tuesday 22 November 2011

Mid Term Holiday:

Friday 10 and Monday 13 February 2012

Good Friday Holiday:

Friday 6 April 2012

May Day Holiday:

Session 2012-2013

Autumn Term:

Tuesday 21 August to Friday 12 October 2012

Autumn Holiday:

Monday 15 October to Friday 26 October 2012

Winter Term:

Monday 29 October to Friday 21 December 2012

Christmas Holiday:

Monday 24 December 2012 to Friday 4 January 2013

Spring Term:

Monday 7 January to Thursday 28 March 2013

Spring Holiday:

Friday 29 March to Friday 12 April 2013

Summer Term:

Monday 15 April to Friday 5 July 2013

Mid-Term, In-Service and Other Closures:

In-Service Closures:

Monday 19 and Tuesday 20 November 2012

Mid Term Holiday:

Friday 15 and Monday 18 February 2013

Good Friday Holiday:

Friday 29 March 2013

May Day Holiday:

Monday 6 May 2013

<p><i>Monday 7 May 2012</i></p> <p><i>In-Service Closures:</i></p> <p><i>Thursday 17 and Friday 18 May 2012</i></p> <p><i>Queen's Diamond Jubilee Bank Holiday:</i></p> <p><i>Tuesday 5 June 2012</i></p> <p><i>Plus 1 occasional day holiday:</i></p> <p>Keith Grammar School & Feeder Schools: Monday 4 June 2012</p>	<p><i>In-Service Closures:</i></p> <p>Thursday 16 and Friday 17 May 2013</p> <p>Plus 1 occasional day holiday to be agreed by 30 March 2012</p>
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APPENDIX 2

SCHOOL BUDGET AND ATTENDANCE INFORMATION

INFORMATION FOR PARENTS 2011

PRIMARY SCHOOLS

National Data

Budgeted Running Costs For Financial Year 2011-2012

School Roll at September 2010	364,284
Total School Running Costs at April 2011 (£)	1,490,002,771
Cost per Pupil (£)	4,090

Key to symbols: The symbol ## indicates that the data are not available.

Attendance And Absence For School Year 2010/2011

	Stage							
	P1	P2	P3	P4	P5	P6	P7	P1-7
Total Number of Possible Attendance (Pupil Half Days)	18951308	19116971	18672816	18136151	18404407	18748517	19075039	131105209
Percentage Authorised Absences	4.2	4.1	3.9	3.8	3.8	3.9	3.9	4
Percentage Unauthorised Absences	1.2	1.2	1.3	1.3	1.2	1.3	1.2	1.2

Key to symbols:

Asterisks (**) have been inserted instead of figures for some schools and categories:

- Counts and percentages based on data for more than 0 but fewer than 5 pupils, because they could be misleading or lead to the identification of individuals.
- In other cases, it is not possible for the school to have any data for the category, for example, cases where the relevant year group roll figure is zero.

The symbol (##) indicates that the school has recently opened or merged with another school and this information is not available.

Minimising Overall Absence

	Absence recorded (2009/2010) Average number of half days absence per pupil	Absence recorded (2010/2011) Average number of half days absence per pupil
Absence	19.4	19.8

Where schools have 9 openings per week, please note that all local authority and national figures are based on 10 openings per week, and so are not directly comparable.

Key to symbols: The symbol (##) indicates that the data are not available or comparable with other years.

INFORMATION FOR PARENTS 2011 PRIMARY SCHOOLS

Education Authority: Moray

Budgeted Running Costs For Financial Year 2011-2012

School Roll at September 2010	6,342
Total School Running Costs at April 2011 (£)	21,147,009
Cost per Pupil (£)	3,334

Key to symbols: The symbol ## indicates that the data are not available.

Attendance And Absence For School Year 2010/2011

	Stage							
	P1	P2	P3	P4	P5	P6	P7	P1-7
Total Number of Possible Attendances (Pupil Half Days)	328403	320205	316299	335570	316989	349458	359021	2325945
Percentage Authorised Absences	4.2	4	3.6	4	3.7	4	3.9	3.9
Percentage Unauthorised Absences	0.7	0.9	0.8	0.8	0.7	0.8	0.7	0.8

Key to symbols:

Asterisks (**) have been inserted instead of figures for some schools and categories:

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- In other cases, it is not possible for the school to have any data for the category, for example, cases where the relevant year group roll figure is zero.

The symbol (##) indicates that the school has recently opened or merged with another school and this information is not available.

Minimising Overall Absence

	Absence recorded (2009/2010) Average number of half days absence per pupil	Absence recorded (2010/2011) Average number of half days absence per pupil
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Absence	18.2	17.8
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Where schools have 9 openings per week, please note that all local authority and national figures are based on 10 openings per week, and so are not directly comparable.

Key to symbols: The symbol (##) indicates that the data are not available or comparable with other years.

INFORMATION FOR PARENTS 2011 PRIMARY SCHOOLS

School: Newmill Primary School	Id No.: 300 - 5207924
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Budgeted Running Costs For Financial Year 2011-2012

School Roll at September 2010	57
Total School Running Costs at April 2011 (£)	228,636
Cost per Pupil (£)	4,011

Key to symbols: The symbol ## indicates that the data are not available.

Attendance And Absence For School Year 2010/2011

	Stage							
	P1	P2	P3	P4	P5	P6	P7	P1-7
Total Number of Possible Attendances(Pupil Half Days)	**	2520	3330	**	3240	4388	3960	20678
Percentage Authorised Absences	**	4.6	5.6	**	4.8	4.1	3.4	4.2
Percentage Unauthorised Absences	**	1.5	1	**	1.1	2.1	0.9	1.3

Key to Symbols:

Asterisks (**) have been inserted instead of figures for some schools and categories:

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- In other cases, it is not possible for the school to have any data for the category, for example, cases where the relevant year group roll figure is zero.

The symbol (##) indicates that the school has recently opened or merged with another school and this information is not available.

Minimising Overall Absence

	Absence recorded (2009/2010) Average number of	Absence recorded (2010/2011) Average number of
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	half days absence per pupil	half days absence per pupil
Absence	22	21

Where schools have 9 openings per week, please note that all local authority and national figures are based on 10 openings per week, and so are not directly comparable.

Key to Symbols: The symbol (##) indicates that the data are not available or comparable with other years.