



Welcome to
Calside Primary School



December 2023

Information at a Glance

School Address

Calside Road, Calside, Dumfries, DG1 4HB

Email address:

Gw08officecalside@ea.dumgal.sch.uk

Parent Council Chairperson: Jena Davis

Parent Council email:

calsideparentcouncil@outlook.com

Head Teacher Louisa Gamble

School Roll 186

Nursery Roll 35

Denomination Status Non-denominational

Status of Gaelic Not taught

School Staff:

Teaching Staff

Principal Teachers

Miss Eilidh MacRae (Early Years)

Mr Garth McClorum (Upper School)

Mrs Lisa Hooper (Support for Learning)

P1 Miss Louise Kennedy

P2/1 Mrs Ashley Clark
Miss Nicola Limond

P2 Mrs Gail Brown
Mrs Susan Cairns

P3 Miss Eilidh MacRae
Mrs Lindsay Olea

If you would like some help understanding this or need it in another format please contact 030 33 33 3000.

P4 Mr Scott Templeton

P5 Mrs Mollie Galligan
Mrs Lisa Hooper

P6 Mrs Mollie Galligan
Mrs Joy Taylor

P7 Mrs Rebecca Kearney
Mr Garth McClorum

Rainbow Room Mrs Sarah Armstrong
Miss Lauren Henderson Miss Danielle Kempself

PE Specialist Mrs Victoria Irvine-McLean

Support for Learning teacher Mrs Michele McDonald

Learning Assistants Mrs Michelle Bisset
Miss Karen Carruthers Mrs Hai Doan
Mrs Christine Findlater Mrs Emily Geddes
Mrs Susan Neill Miss Danielle Rafferty
Mrs Jayne Smith Mrs Rachael Thomson

Auxiliary Staff

Facilities assistant and Playground Supervisor Mr Scott Coupland

Clerical assistants Mrs Deborah Copeland
Mrs Rebecca MacDonald Mrs Morag Wilson

Crossing Patrol Mrs Nicola Tremble

Catering Mrs Kate Houston
(Catering Manager)
Mrs Yvonne McDonald

Mrs Nancy Marshall
Mrs Theresa Wray

The School Day

School starts 9.00am
Morning Break 10.30 - 10.55am
Lunch Break 12.30 - 1.15pm
End of day 3.10pm

Please note there is no playground supervision before 9am

School term dates can be found at:

<http://www.dumgal.gov.uk/article/15239/School-term-and-holiday-dates>

Communicating with home

Information is shared between home and school in several ways:

- Weekly maildrop sent on a Friday via school bags
- School and class weekly email updates
- Texts, telephone calls, emails, letters
- School website
- School and class newsletters shared via email and on the website
- Celebrations of learning
- Learner conferences
- Annual progress reports

If a parent has any aspect of their child's learning that they wish to discuss, they should contact the school via email or telephone message, so that the appropriate member of staff can help. Parents are asked to ensure that school has up-to-date contact details so we can contact parents promptly should there be any issues such as a child becoming ill.

Welcome from the Head Teacher

Dear Parent / Carer

The staff and children of Calside Primary School extend a warm welcome to all parents, friends and visitors to our school. We want our school to be a happy, caring and stimulating place for everyone, and welcome your assistance and co-operation in achieving this.

Parents, carers and families are by far the most important influences in a child's life, playing a vital role through all stages of education. Parents who take on a supportive role in their child's learning make a difference in improving achievement and behaviour. The active involvement of parents can help promote a learning community in which young people can engage positively with adults and peers, and develop their talents and abilities to the full.

I look forward to meeting and working with you to ensure that your child's primary education is both happy and rewarding.

Yours sincerely

Louisa Gamble
Head Teacher

For more links and detailed information about how we support parents and work with our schools please see our **Authority Handbook**. This also includes a page for financial support for Children and Families.

School Aims, Values and Ethos

In all that they do we want our young people to be the best that they can be.

School Aims

- For all members of the school community to value a high standard of achievement in all aspects of school life;
- To provide a happy and caring environment which fosters intellectual and social development and allows all learners to develop their own personalities and opinions;
- To provide a framework in which positive behaviour and self-discipline are practised by all;
- To provide a challenging, stimulating and balanced curriculum, which caters for individual needs;
- For links between home and school to be supportive and effective, so that everyone can help with learning.

Our Values are:

- Creativity
- Enjoyment
- Friendship
- Kindness
- Positivity
- Resilience
- Respect
- Responsibility

School Ethos

In our safe and caring environment, everyone is valued and supported to realise their potential. We promote good behaviour, self-discipline and respect for others. Through high quality learning and teaching experiences which cater for all learning needs and styles, we develop positive attitudes towards our learning and recognise achievements. We encourage independence, creativity and ambition, in order to equip our learners with the skills and attitudes required to prosper in society and through life.



Contact Us

The school welcomes suggestions and enquiries from parents and carers.

If you need to find out something

We can be contacted by e-mail, telephone, group call text messages or face to face. Where it is not possible to resolve enquiries straight away, we will make arrangements to follow up as necessary with the most appropriate member of staff.

Comments, Complaints and Compliments

A comment might be some brief feedback about how we have handled a situation or delivered a service. It is best to pass a comment straight to the school so that we can take any necessary action.

If you are not happy with the response you receive or a decision that has been made, you can Ask us to Look Again. You can do this by contacting ParentalInvolvement@dumgal.gov.uk. At this point an Officer will contact you and discuss the issue and direct the enquirer as appropriate.

Remember you can also access Dumfries & Galloway Have Your Say at www.dumgal.gov.uk/

If you remain dissatisfied, the Education and Learning Directorate operate within the complaints handling procedures for Dumfries and Galloway Council. Information on this can be found at www.dumgal.gov.uk

How the School Works

Class Organisation

For organisational purposes, schools are structured into classes. Each year it is the responsibility of the Headteacher to organise the class structure.

For more information on School class sizes and grouping please visit www.dumgal.gov.uk/article/16646/School-class-sizes-and-groupings

The school follows the Council policy for class organisation. Your child may be placed in one-stage or composite class where two age groups are taught by the same teacher.

For more information please see the [Education Authority Handbook](#)

Positive Behaviour and Celebrating Success

Everyone have a right to feel happy and secure in school. We promote a caring atmosphere in which to work and play. Our children are supervised throughout the day and there is always an adult available should children want to discuss any concerns.

Our school rules are:

We will respect everyone and everything in our school community, including ourselves.

We will be ready to learn and do our best.

We will enjoy school and have fun, but remember everyone else too.

Through our House System, children can win points for their house by working well, and following the rules. Merits are awarded to pupils who have shown particular achievement or effort.

We celebrate learning successes as well as Wider Achievements, and welcome parents sharing any activities outwith school so we can celebrate these with the children.

This system has proven very successful in promoting positive behaviour, but behaviour issues will still crop up from time to time. Should behavioural difficulties arise, parents will be informed and possible courses

of action will be explored together. In such cases, the full support of parents is expected to ensure the child conforms to the behaviour norms in school. In the rare and serious event when all else fails, Authority Policy regarding exclusion will be followed.

For more information please see page 13 of the [Education Authority Handbook](#)

School uniform

All Dumfries and Galloway schools have a dress code which encourages pupils to dress in a way appropriate to attendance at school. For more information on School Uniform, Dress Code, and School Clothing Grants visit www.dumgal.gov.uk

Wearing school uniform fosters a sense of belonging and pride in our school. We strongly encourage the wearing of school uniform and we are grateful for the ongoing support of parents with this.

Our uniform consists of:

- Grey or black trousers/shorts/skirt
- Pale blue polo shirt with school logo
- Royal blue sweatshirt with school logo

Embroidered items can be ordered online at www.uniformeasy.com/5940923.

Pupils should also have:

- Appropriate indoor shoes
- An old shirt for Art
- Outdoor clothing appropriate to the daily weather

P.E. Kit

- Shorts and a change of T-shirt, sweatshirt
- Suitable trainers for indoors
- No football kit

Financial Support for Children and Families

Grants and Bursaries

Scottish Child Payment

Scottish Child Payment helps towards the costs of supporting your family. It's a weekly payment of £25 that you can get for every child you look after who's under 16 years of age. You'll get the payment every 4 weeks if your application is successful.

Further information and an application can be made at: mygov.scot website or call us on 0800 182 2222.

Best Start Grant

Best Start Grant and Best Start Foods are payments that help towards the costs of being pregnant or looking after a child. Best Start Grant is made up of 3 one-off payments:

- Pregnancy and Baby Payment
- Early Learning Payment
- School Age Payment

Best Start Foods is a prepaid card that can be used in shops or online to buy healthy foods like milk or fruit. The payments you can get now will depend on:

- how far along in your pregnancy you are
- how old your child is

Further information and an application can be made at: mygov.scot website

Clothing Grant

The award of clothing grants is to assist with the cost of school clothing for families who are on a qualifying benefit or on low income. The current award is presently £134 per primary school child and £150 per secondary school child.

Further information and an application can be made at: Free school meals and associated payments - Dumfries and Galloway Council ([dumgal.gov.uk](https://www.dumgal.gov.uk))

Education and Learning Directorate are committed to supporting families through their Anti-Poverty Strategy – details of which can be found at www.dumgal.gov.uk/poverty Schools should also make parents aware of the School Uniform Bank Project. Donation and Collection information can be found at the above link.

School Meals

The Naturally D&G local provenance for a sustainable future ensures that meals are freshly prepared with seasonal ingredients and are free from undesirable additives.

Detailed information on school meals is available at www.dumgal.gov.uk/schoolmenus

Special Dietary Requirements

Facilities Services – Catering provide special dietary requirements for food allergy and intolerances; medically prescribed diets; or diets for religious or cultural reasons specific meals for children of different ethnic origin. Simply ask the school for a Special Diet Request Forms to allow us to inform the catering team who will discuss your child's requirements in full. For more information contact DGschoolmeals@dumgal.gov.uk or the Solutions Centre on 01387 271 112 or solutionscentre@dumgal.gov.uk to access the Legislation & Nutrition Officer.

All Children with allergens should register with the catering team as soon as they are aware that their child has an allergen or intolerance to food.

Free School Meals

Free school meals are provided for all pupils in Primary 1, 2, 3, 4 and 5. Confirmation of when this will be rolled out to Primary 6 and Primary 7 from the Scottish Government has yet to be confirmed.

In Nursery eligible children can receive up to 1140 hours a year of Early Learning and Childcare. As part of this funded offer the child will be entitled to one free meal and a snack each day.

Online pre-ordering of school meals is currently being rolled out to all secondary schools, information will be supplied by your school.

Free school meals can lead to a large saving in each year, nursery and primary school pupils can save £361 and secondary school pupils can save £370. You'll also be helping your child's school if you qualify for free school meals. Some Scottish Government funding provided directly to schools is linked to the number of pupils who are entitled to free school meals.

For more information visit www.dumgal.gov.uk/schoolmeals

Scottish Child Payment and Bridging Payments

The Scottish Government's Scottish Child Payment helps towards the costs of supporting your family and, as of 14 November 2022, applications are now open for all children under the age of 16. The weekly value of this award will also increase to £25 as of this point.

School Transport

Free school transport is available for some school children attending primary or secondary school if they live within the school catchment area and if they meet certain criteria. For more information and guidance visit <http://www.dumgal.gov.uk/article/15245/Free-school-transport>

Free Travel for 5 - 22 year olds

From 31 January 2022 all children and young people aged 5-22 will be entitled to free bus travel in Scotland. You can apply for free travel online from today at www.getyournec.scot (This cannot be done through your school)

Attendance

It is your responsibility as parents to ensure that your child/children attend school regularly. For the safety of all children it is important for you to telephone the school office prior to/at the beginning of the absence. Absences are recorded in class registers and frequent or irregular absences not supported by a reasonable excuse, will be notified to parents and the matter may be referred to the Opportunities for All Service. If possible please, try to make dental/medical appointments outwith school hours. However, if this is not possible please inform us in writing or by telephone of the appointment and arrange to collect your child from class.

For more information on Attendance, Absences, Lateness and responsibilities of parents please visit www.dumgal.gov.uk

Absence from School

Pupils who need to leave school during the school day ie doctor /dentist appointments, must be collected by a named contact confirmed with the school office. They must also report to the school office on their return to school.

Curriculum for Excellence

Curriculum for Excellence (CfE), now known as 'Scotland's Curriculum,' is bringing learning to life in the way education is delivered for all 3-18 year olds in nursery, primary, secondary, at college and via workplace or community learning. It aims to respond and adapt flexibly to meet the needs of an ever changing and evolving world and Scotland's place within it. At its heart lies a constant commitment and drive towards excellence and equity, to raise standards, improve knowledge, develop skills for all learners and close the gap between the lowest and highest achievers by ensuring everyone has an equal opportunity to be successful no matter what their background or circumstances. Ultimately it aims to nurture children and young people as successful learners, confident individuals, effective contributors and responsible citizens.

Broad General Education

Children and young people work their way through Experiences and Outcomes in each of the five Curriculum Levels (Early, First, Second, Third, Fourth) and in each of the eight Curricular Areas. The five Curricular Levels span pre-school to the end of S3. This is the Broad General Education. Pupils progress at their own pace, working through the Experiences and Outcomes of the most appropriate level for them. Pupils will be supported in collecting evidence of their achievements, with a profile of these being produced in P7 and S3.

CfE also includes Languages, Expressive arts, Religious and moral education, Sciences, Social studies and Technologies. The responsibility for the curriculum offer in our school sits with Headteacher.

The school offers a varied curriculum within the Curriculum for Excellence framework, with balance across all curricular areas. We promote an active approach where children increasingly accept responsibility for their own learning.

Pupil Health and Well-being is an integral part of the curriculum, and a pupil's readiness to learn. All curricular areas contribute to personal and social development: fostering positive attitudes, co-operation, independence and self-confidence.

Our Health and Well-being programme covers aspects of physical, social, mental and emotional health such as hygiene, exercise and healthy eating. Units on issues such as bullying and the misuse of drugs provide children with the experiences to help them to make informed choices in their lives. We also teach units on Relationships, Sexual Health & Parenthood as per national guidance.

The Wider Curriculum:

We offer a wide range of extra-curricular activities throughout the year: offered by staff, Active Schools and our P6 & P7 Play Leaders. Activities that have been offered recently include: basketball, drama, hockey and Spanish.

In Calside Primary, we aim to prepare our learners to be full citizens in society through many opportunities for the learners to participate in the life of the school. These include: Pupil Council, Eco Group, House Captains and Buddies.

We further enrich learning experiences through excursions related to learning. Recent trips have included the farm and Dynamic Earth in Edinburgh. Upper school pupils also develop their resilience during a residential experience: details of this trip are shared with parents at the time.

Parental Involvement and Engagement

Parent/Carers and the Parent Council

Every parent who has a child at our school is a member of the Parent Forum. The parent council is a group of parents who have chosen to represent the parent forum. As a member of the Parent Forum, each parent can expect to:

- Receive information about the school and its activities
- Hear about what partnership with parents means in our school
- Be invited to be involved in ways and times that suit you
- Identify issues you want the parent council to work on with the school
- Be asked your opinion by the parent council on issues relating to the school and education it provides
- Work in partnership with staff
- Enjoy taking part in school life in whatever way possible

For more information or support for how you can become involved in or to run your Parent Council please visit www.dumgal.gov.uk/

For more information on what is meant by parental involvement visit www.dumgal.gov.uk/

More information and support for Parents/ Parent Councils is available at <https://connect.scot/>

Parentclub Scotland <https://www.parentclub.scot/> provides support information and guidance to expectant parents, baby, toddler, Child, Pre-teen and Parents and Carers.

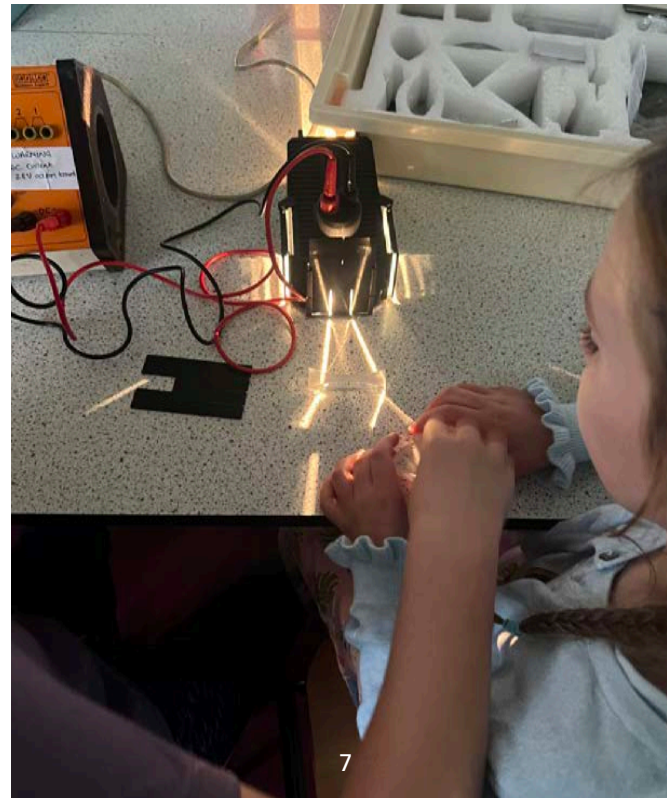
The National Parent Forum of Scotland's (NPFS) Curriculum for Excellence in a Nutshell series. Free Downloads for parents/carers: <https://www.npfs.org.uk/downloads/category/in-a-nutshell-series/nationals-in-a-nutshell-series/>

Parentzone Scotland

<https://education.gov.scot/parentzone> information about the Curriculum and how you can be involved in your child's learning.

How is my child doing?

There will be several opportunities for you to discuss your child's progress. This may be through informal discussion with the teacher or at Parents' Nights/ Learning Conversations, formal reports or for some it may be through more formal, focussed meetings with other agencies.



Helping Your Child and Family Learning

Parental support is very important and we ask that you help with learning in the following ways:

- Take a general interest in your child's homework;
- Ensure that children do not become over-anxious or spend too much time on the homework task;
- Let us know if concerns have arisen so that these can be addressed by the teacher;
- Provide an environment which is suited to your child for the completion of homework;
- Where appropriate, assist your child with references/information for topic work;
- Encourage care, accuracy and tidiness in any set written homework without actually completing the task for your child;
- Encourage children to watch suitable information/news programmes which may be relevant to their schooling;
- Encourage the use of computer programmes other than games which could help support your child's learning.

Homework Tasks

The homework programme for the term will be advised through the termly class newsletter. If you require additional Literacy or Numeracy homework, please discuss this with your child's teacher. The class teacher will advise how the homework should be submitted, as this depends on the age and stage of the class.

Support for All

Support for Learners

All children receive support at school and nursery to help them learn. 'Additional support for learning is how we describe any support that is extra or different to the help that most children receive. Most of this additional support is provided by teachers in mainstream classes, focussed on learning and support to be fully involved in school life. For the majority of children and young people this will be delivered in a mainstream classroom supported by their classroom teacher for a few this will mean some additional support alongside the classroom teacher, and for a very few this will be part-time or full-time provision in a school with a learning centre or an inclusion base.

More information is available at www.dumgal.gov.uk/ and on page 18 of our [Education Authority Handbook](#)

Getting It Right For Every Child (GIRFEC)

You are the expert on your child and what you think matters. Getting it right for every child (GIRFEC) means that the School will always seek to involve you, to listen to your opinions and take them seriously.

More information is available at www.dumgal.gov.uk/girfec and on page 20 of our [Education Authority Handbook](#)

Child Protection

All children have the right to be protected from harm, abuse and neglect. The vision for all children and young people in Dumfries and Galloway is that they should be: safe, healthy, achieving, nurtured, active, respected and responsible and included. Schools and front-line education and child care services will play an important role in ensuring all children and young people are safe and well.

Further information can be found at <http://www.dumgal.gov.uk/article/16640/Support-for-children-and-families>

Parents, carers and pupils have a key role in keeping the school community safe. We would therefore urge parents to share any information which would keep everyone safe, and to support and encourage their child(ren) to do the same.

Enrolment in Schools - School Places

Information on enrolment in school and catchment areas is available at <http://www.dumgal.gov.uk/article/15241/School-places> Information regarding catchment areas can be found on the Council's website by accessing "Find My Nearest".

School Improvements

Each year the school will publish a School Improvement Plan which outlines the key priorities for the school during the year ahead, following engagement with staff, pupils and parents. The plan indicates the expected impact of priorities on pupil learning, as well as providing brief information about the key tasks to be taken forward. Both the report and the plan are published on the school's web-site and are also available in hard copy, on request. A copy can also be found by searching for your school at www.dumgal.gov.uk/schools

Key improvements we are currently targeting include:

- Implementing the Dumfries and Galloway Progression Frameworks for Literacy and Numeracy;
- Ensuring that all new staff to the school are trained in our core Literacy, Numeracy and Health & Wellbeing approaches and interventions;



- Further developing the guidance for parents as to how they can support learning at home, through parental workshops and homework guidance;
- Having achieved our Bronze award for the Rights Respecting Schools scheme, work towards our Silver award;
- Continuing the refresh of our wider curriculum, including a review of the Learning and Teaching policy to ensure it reflects our learning approaches;
- Continuing to ensure that our curriculum covers the breadth of the Curriculum for Excellence, and develops skills as well as knowledge;
- Implementing our updated Digital Literacy strategy and progression frameworks.
- Auditing our practice against the Dumfries and Galloway Framework for Inclusion.

The full School Improvement Plan is available on the school website, and a summary to parents is sent through the school maildrop twice a year.

Health and Safety

Emergency Procedures (including Safer Together Guidance)

If your child feels unwell or have hurt themselves during the school day they must report this to an adult in the school. If we feel that they would be better at home we will telephone you or your emergency contact. Minor accidents, e.g. cuts, bruises, are dealt with by the school staff. Serious accidents are few, but should one occur your child will be immediately taken either to your doctor or to hospital, if necessary, and you or your emergency contact will be notified. We cannot stress enough the importance of supplying the school with the relevant information we require in such a situation, i.e. your own home and work number and a telephone number of an emergency contact. **Please remember that if your child stays in more than one home setting contact details should take account of this.**

Health Care (inc First Aid)

Many children will require their health care needs to be met at sometime within the nursery/school environment, for most children this will be for short periods of time only, but for some children this may require more long-term planning and support. If your child has any health care needs, please contact the school to discuss arrangements. Full details of the support available and your role as a parent and the role of your child are contained within Health Care in Schools 3-18 (NHS and Dumfries and Galloway Council) which is available from the school.

For more information see our [Authority Handbook](#)

Severe Weather and School Closure Arrangements

Headteachers are authorised to make an emergency closure when the state of the weather or any other exceptional circumstance make it necessary in the best interests of the pupils. In these circumstances parents will be communicated with in a variety of ways including text messages/ phone calls and emergency contact arrangements. All school closures will be notified on the Council Website.

www.dumgal.gov.uk/article/15240/Emergency-school-closures

Data Protection

Information on how the Council uses personal data is available at www.dumgal.gov.uk/article/15129/Data-protection and www.dumgal.gov.uk/privacy

ICT in Schools

For more information on ICT in school please see page 14 of the [Education Authority Handbook](#)

Use of the Internet, Social Networking Sites

As part of the process of learning we allow our children supervised access to the Internet and e-mail. The authority runs its own filter system to ensure that young people are not at risk from exposure to inappropriate material. This filtering system is regularly being upgraded. We have a policy for use of the Internet and a contract for responsible use, which we ask parents and young people to sign up to.

For more information visit our [Education Authority Handbook](#) and [Safe Digital Learning and Social Media Leaflet](#)

