

# School Handbook

*December 2020*

# Eastern Primary School



# Contents

<b>Section 1</b>	Welcome & Vision
<b>Section 2</b>	School Ethos
<b>Section 3</b>	School Information
<b>Section 4</b>	School Policies and Practical Information
<b>Section 5</b>	Parental Involvement
<b>Section 6</b>	Curriculum
<b>Section 7</b>	Support for Pupils
<b>Section 8</b>	School Improvement
<b>Section 9</b>	Extra Curricular Activities
<b>Section 10</b>	Privacy Notice

## Section 1: Welcome and Vision

Dear Parent/Carer,

I'd like to welcome you to Eastern Primary School. I hope that the information contained in this handbook is informative and helpful to you.

Learning for children begins long before joining a school and it is our aim that we continue your child's learning journey and develop their knowledge and understanding of our world whilst equipping them with the skills that they require to become successful.

We hope to support you in developing your child's interests and abilities and believe that through strong partnership and joint working between home and school we can build successful learners who strive to do their best in all that they tackle. We recognise that children progress at individual rates and plan our teaching accordingly to suit the learning of your child.

We encourage our young people to develop a sense of responsibility for their learning experience, their environment and their positive interactions with others.

Our school is well supported by our active Parent Council. Please let us know if you would like to become involved in school activities. We continually look for ways to improve our school and would welcome any ideas, suggestions or any feedback that you may have.

We hope that you and your child will be happy and feel supported at our school.

Should you wish to speak to me for any reason please do not hesitate to contact me by phoning the school.

Gordon Ferrier  
Head Teacher

## Section 2: School Ethos

Good behaviour and mutual respect is important to the smooth running of any community. Our school community is no different with all staff, pupils, parents and members of the local community having an important role to play.

We aim to create a happy, friendly and secure environment where everyone feels valued and is encouraged to give of his or her best. Clear expectations are shared with children at the start of each term and are supported by discussions in class and through related assemblies.

Children's achievements are celebrated during our Gatherings. Certificates are awarded each week for effort to become Confident Individuals, Successful Learners, Responsible Citizens and Effective Contributors. We also celebrate achievements which are those successes which happen out with school, such as participating in a swimming gala, learning to ride a bike or winning a competition.

We have strong links with our local community and regularly work in partnership with many different community bodies. This includes visiting residential homes in the area, participating in Broughty Ferry Gala week, regular visits into and around the local area, developing links with Broughty Ferry Library and working with a local business to enhance our Health and Wellbeing curriculum.

Eastern Primary benefits from close working relationships with Grove Academy and we work together to promote a continuous and progressive learning experience for all of our learners.

## Section 3: School Information

**School Address:** ..... Camperdown Street  
Dundee, DD5 3AE

**Telephone:** ..... 01382 436900

**Email Address:** ..... easternprimary@dundeeschools.scot

**Website:** ..... www.easternprimary.co.uk

**Twitter:** ..... @Eastern\_Primary

**Head Teacher:** ..... Gordon Ferrier

**Depute Head Teacher:** ..... Lynsey McLaren

**Principal Teacher:** ..... Ben Clark

**PT Supporting Learners:** ..... Michelle Radcliffe

**School Status:** ..... Non-Denominational  
Pre-School to Primary 7

**School Roll:** ..... 403

**School Hours:** ..... 9.00am - 3.15pm

**Parent Council Contact Info:** ..... Chair: Michael Callaghan

**Parish Priest or Minister:** ..... Rev. Catherine E E Collins

**Parish Address:** ..... Broughty Ferry New Kirk  
Queen Street  
Broughty Ferry

## Section 3: School Information

For the first three weeks in the first term (August – early September), Primary 1 will be dismissed at 12.15pm.

### **Office Hours**

The school office is open from 8:30am - 3.45pm.

Please help us by making routine telephone calls within office hours. The answering machine is switched on for your convenience when the school office is unmanned. Please do leave a message and we will return your call as quickly as possible.

### **Class Organisation**

The organisation of classes may vary from year to year dependent upon certain factors such as the school roll and the number of teachers allocated to the school that session.

At any stage of the school, pupils may be in a straight class which comprises of pupils from the same stage e.g. all Primary 2 pupils or they may be part of a composite class which comprises of pupils from more than one stage, for instance a class with some Primary 2 and some Primary 3 pupils.

You should be confident that the professionalism of the staff in the school will ensure that your child will always work within a programme appropriate for his/her age, ability and aptitude.

# Section 4: School Policies & Practical Information

## School Terms and Holidays

### AUTUMN TERM

Monday 16 August 2021 - IN SERVICE DAY (Staff resume)

Tuesday 17 August 2021 - Term starts (Pupils resume)

Friday 8 October 2021 - Term ends

### AUTUMN HOLIDAY

Monday 11 October 2021 - Holiday starts

Friday 22 October 2021 - Holiday ends

### WINTER TERM

Monday 25 October 2021 - Term starts

Thursday 11 November 2021 - IN SERVICE DAY

Friday 12 November 2021 - IN SERVICE DAY

Wednesday 22 December 2021 - Term ends

### CHRISTMAS HOLIDAY

Thursday 23 December 2021 - Holiday starts

Wednesday 5 January 2022 - Holiday ends

### SPRING TERM

Thursday 6 January 2022 - All resume

Friday 11 - Monday 14 February 2022 - Mid term

Tuesday 15 February 2022 - IN SERVICE DAY

Friday 1 April 2022 - Term ends

### SPRING HOLIDAY

Monday 4 April 2022 - Holiday starts

Friday 15 April 2022 - Holiday ends

### SUMMER TERM

Monday 18 April 2022 - Term starts

Monday 2 May 2022 - May Day (schools closed)

Thursday 5 May 2022

Monday 30 May 2022 - Victoria Day (schools closed)

Thursday 30 July 2022 - Term ends

## Section 4: School Policies & Practical Information

### School Uniform

There is an expectation for all pupils to wear the correct school uniform. This helps us in our aim of encouraging children to take a pride in their appearance and to have respect and a sense of belonging to their school.

#### UNIFORM

Grey or Red sweatshirt

White polo shirt or white shirt with Eastern tie

Grey trousers or skirt

Black shoes

Please note that football strips are not to be worn.

All items of clothing should be labelled with your child's name. This assists greatly in recovering lost property.

### School Clothing Grants

School Clothing Grants If you are in receipt of Income Support, Job Seekers Allowance - Income Based, Income Related Employment and Support Allowance, Universal Credit (where take home pay is less than £610 per month), Support under Part VI of the Immigration and Asylum Act 1999, Housing Benefit, Council Tax Reduction or Child Tax Credit with an income of less than £16,105 (as assessed by HMRC), you may be entitled to receive a grant towards the cost of buying essential clothing to enable children up to the age of 16 to attend school.

Grants are paid directly into the applicant's bank account.

The current value of a Clothing Grant is £100 per child.

Applications forms can be submitted online:

[www.dundee.gov.uk/eduforms](http://www.dundee.gov.uk/eduforms)



## Section 4: School Policies & Practical Information

### School Meals

School lunches cost £2.15 per day and all children are provided with a lunch menu by Tayside Contracts.

All children staying for lunches within school will eat in the dining hall. Safety flasks containing hot food may be brought to school, but not the glass vacuum type, which may be dangerous, as they are liable to break. Glass bottles should not be brought to school.

Please inform us in writing if your child has any special dietary needs so that arrangements can be put in place to accommodate their needs. To support our whole school community we ask that children do not bring foodstuffs containing nuts into our school.

The dining room is supervised by support staff at all times. Please note that the school does not approve of pupils going out of school to buy their lunch due to safety reasons.

### Free School Meals

Free School Meals Free school meals are available to all pupils whose parents receive Income Support, Job Seekers Allowance - Income Based, Income Related Employment and Support Allowance, Universal Credit (where take home pay is less than £610 per month), Support under Part VI of the Immigration and Asylum Act 1999, Child Tax Credit ONLY with an income of less than £16,105, or BOTH Child Tax Credit and Working Tax Credit with an income less than £7,330 (as assessed by HMRC).

Applications forms can be submitted online:

[www.dundee.gov.uk/edufirms](http://www.dundee.gov.uk/edufirms)

### Instrumental Tuition

Tuition fees are currently free and instrument hire is £85.00 per year.

## Section 4: School Policies & Practical Information

### **Payments to Schools**

The school currently accepts payments online, using a secure website called ParentPay, for items such as school meals, trips and uniforms. The ParentPay system is easy to use and offers parents the freedom to make payments by debit or credit card, whenever they like, ensuring that monies reach schools safely and securely.

The system helps to remove the costs associated with having to manage cash securely on school premises and it frees up time to better support the smooth running of the school. We will of course continue to accept cash and cheque payments as necessary but we do hope that parents will use the new online facility. The more parents use the service, the greater the benefit to the school, the parents and the pupils alike.

If you already have a ParentPay account you don't have to do anything. If you haven't yet activated your ParentPay Account, please contact the school office who will reprint your activation letter to enable you to set up your ParentPay account ready for the start of the new term.

### **Emergency School Closure Procedures**

In exceptional circumstances the school may be unable to function normally. The school may be affected by severe weather or power failures. We shall do all we can to let you know about the details of closure and re-opening through the local radio, press, text messages and letters home. You can be assured that we will never send a child home without first checking that there is an adult at home.

## Section 4: School Policies & Practical Information

### **Enrolment & Placing Requests**

If you wish to apply for a school place, whether you are moving into Dundee or moving between two Dundee schools, you are required to complete a placing request form. To do this, you should go direct to the school you wish your child to attend and apply there. The child's full birth certificate and a proof of address, in the form of a Tenancy Agreement, Council Tax book or recent (within two months) utilities account must be shown. If you are moving into the area, applications can be made 4 weeks prior to your arrival. Applications are dealt with in date order and the process may take up to 60 days.

Parents of prospective Primary 1 pupils who reside in the school's catchment area are asked to register their child's name at the school office between December and the February of the year the child starts school. The child's full birth certificate and a proof of address, in the form of a Tenancy Agreement, Council Tax book or recent (within two months) utilities account must be shown.

Parents of children living outwith the school's catchment area, who wish their child to attend the school, are asked to make a placing request. Forms can be obtained from Customer Services, 50 North Lindsay Street, Dundee.

Prospective parents who wish to come to see the school are invited to telephone the school office to make an appointment to visit.

### **School Absence procedures**

Please contact the school as soon as possible if your child is absent. Please send a note to school with your child on their return explaining the reason for the absence.

If your child is absent and no contact is made by you, a text message will be sent from the school. If three days pass without explanation for an absence a School and Family Development Worker will arrange to visit you and your child at home.

## Section 4: School Policies & Practical Information

The following points are included in the Education Authority's Attendance Initiative

- If your child is ill and cannot attend school please contact the school before, or as soon as possible after 9.00am on the first day of absence.
- If the absence is planned, e.g. a hospital appointment, we ask you to let us know prior to the absence.
- If your child is absent for more than three days please call again or write to tell us.
- If you have not contacted the school to say your child is absent and have received a text message please contact us as soon as possible.

Regular attendance at school ensures your child is receiving the continuous education they are entitled to. Dundee City Council asks that, where possible, parents do not take children out of school for family holidays during term time. In accordance with Scottish Executive guidelines for pupil attendance, most holidays are recorded as unauthorised unless there is proof from an employer that this is the only time when holidays could be taken.

A guide for parents about school attendance explains parental responsibilities with regard to children's attendance at school – <http://www.scotland.gov.uk/Publications/2009/12/04134640/0>

### Appointments

If your child has an appointment during the school day or needs to leave school for any other reason, please put this in writing. We would appreciate it if routine appointments could be made outwith school hours but understand that this isn't always possible.

If your child does need to leave school during the school day they must be collected by a parent/carer at the main reception. In the interest of safety we cannot allow children to leave the school unaccompanied.

## Section 4: School Policies & Practical Information

### **Accidents/Illness at School**

In the event of a child having an accident or becoming ill at school we will attempt to contact the parents so that they can collect the child from school. However, if we cannot contact the parents, we will contact the Emergency Contact whose name and telephone number should be given to us by the parents.

**Therefore it is very important that parents inform the school of the name, address and telephone number of the Emergency Contact and advise the school immediately of any changes that occur.**

### **General Safety**

1. Pupils must stay in the school grounds during interval
2. Pupils staying for school lunches or packed lunches must stay within the grounds during lunch time
3. To ensure the safety of all children, children should behave responsibly both in the playground and within the school

## Section 4: School Policies & Practical Information

### Promoting Positive Relationships

As a Rights Respecting School, we base our approach to promoting positive relationships in the principles of the UN Convention of the Rights of the Child.

Praise and encouragement are central to the way we develop our children's self-esteem as we encourage positive attitudes, build a sense of responsibility in each child, and foster mutual respect within our school community.

A key approach we use across the school is to take a Restorative Approach to solving problems and conflicts between people. This supports our children to develop resilience, confidence and consideration for others. Children are supported to reach a better understanding of how words and actions can affect others, and then to find a positive way to work towards putting things right. We focus on rebuilding relationships and developing an understanding of others through a restorative conversation.

Open, strong relationships with our parents are central to our belief of the importance of families and school working together to build positive relationships to underpin success for all of our children.

### School Concerns and Complaints Procedures

If you want to talk to your child's teacher or a member of the leadership team it is generally better to make an appointment. This ensures that the member of staff is available, that classes are not disturbed and that pupils' lessons are not affected.

If you have made a complaint to the school and you are not satisfied with the outcome, you can have your complaint reviewed by a senior officer in the Children and Families Service.

Education Department publications can be found at:

<http://www.dundecity.gov.uk/department-publications/Education>

## Section 5: Parental Involvement

All parents and carers of children at Eastern Primary are considered members of the Parent Forum. Our Parent Council is a group of parents selected by members of the Parent Forum to represent all the parents of children at their school. Parent Councils are flexible and can decide on the type of group they want to represent their views.

We hold class assemblies throughout the year. Each class invites their parents or carers into the school. This allows parents to see their child's class and hear about their learning and some of the exciting things they have been doing in school.

Shared Start from P1 to P7 takes place first thing in the morning. Parents and carers will be invited into their child's class to spend a short time working and playing with their child. This allows visitors to experience their child's learning environment, gives the opportunity for children to introduce their special person to their classmates and class teacher and generally gives an insight into your child's learning.

There are a range of leaflets available which provide information on different aspects of the work of the school. We are continually adding to these with the aim of sharing what we do in a concise and easily accessible way. As each new leaflet is produced it will be placed in the reception area for those who are interested and we hope you find them useful.

## Section 6: The Curriculum

### Curriculum for Excellence 3-18

Curriculum for Excellence has been introduced to raise standards of learning and teaching for all pre-school to 18 year olds. It aims to help prepare children and young people with the knowledge and skills they need in a fast changing world. As part of Curriculum for Excellence all children from pre-school to the end of S3 will receive a rounded education known as a Broad General Education. Curriculum for Excellence is all about bringing real life into the classroom and taking lessons beyond it.

Through the experiences we provide we want our children to become Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors. We are committed to providing children with a broad general education and focus on eight curriculum areas.

<b>Expressive Arts</b>	<b>Health &amp; Wellbeing</b>	<b>Languages</b>	<b>Mathematics</b>
<b>Religious &amp; Moral</b>	<b>Sciences</b>	<b>Social Studies</b>	<b>Technologies</b>

Progress in learning is indicated through curriculum levels as detailed below.

<b>Level</b>	<b>Stage</b>
Early	The pre-school years and P1 or later
First	To the end of P4, but earlier or later for some
Second	To the end of P7, but earlier or later for some
Third & Fourth	S1-S3, but earlier for some

**Expressive arts:** The inspiration and power of the arts play a vital role in enabling our children and young people to enhance their creative talent and develop their artistic skills.

**Health and wellbeing:** Learning in health and wellbeing ensures that children and young people develop the knowledge, understanding and skills which they need now and in the future to help them with their physical, emotional and social wellbeing.



## Section 6: The Curriculum

**Science:** Science and its practical application in healthcare and industry is central to our economic future, for our health and wellbeing as individuals and as a society.

**Social Studies:** Through social studies, children and young people develop their understanding of the world by learning about other people and places both past and present, societies, their beliefs and values.

**Religious and moral education:** Religious and moral education includes learning about Christianity, Islam and other world religions, and supports the development of beliefs and values.

**Languages:** Knowing other languages and understanding other cultures is a 21st century skill set for students as they prepare to live and work in a global society.

**Mathematics:** Mathematics equips us with the skills we need to interpret and analyse information, simplify and solve problems, assess risk and make informed decisions.

**Technologies:** The range of subjects in technical education has changed significantly over the last two decades and now includes craft, design, engineering and graphics.

Further curricular information can be found at:

[www.curriculumforexcellencescotland.gov.uk](http://www.curriculumforexcellencescotland.gov.uk)

[www.educationscotland.gov.uk/parentzone/index.asp](http://www.educationscotland.gov.uk/parentzone/index.asp)

## Section 6: The Curriculum

### **Getting it Right for Every Child (GIRFEC)**

The GIRFEC approach is about how staff in all children's services meet their needs by working together to ensure that children reach their full potential.

[www.scotland.gov.uk/gettingitright](http://www.scotland.gov.uk/gettingitright)

### **Religious Observance**

Through the ethos and curriculum, we provide opportunities for pupils to explore morals and values. We help learners develop their own beliefs, values and a responsible attitude to others. Pupils are encouraged to develop an understanding of Christianity and other religions. Pupils develop skills of reflection, critical thinking and how to act when making moral decisions. The school welcomes diversity and individuality while emphasising our common commitment to moral values such as honesty, respect for others, compassion and justice. It is a fundamental principle of the school that all who are involved in the life of the school have the right to be respected as individuals and carry the responsibility to act in a considerate and respectful manner towards others.

Under the terms of the Education (Scotland) Act 1980 "any pupils may be withdrawn by his/her parents from instruction in religious subjects and from religious observance" Parents wishing to exercise this right should discuss this with the Head Teacher.

### **Sensitive Issues**

Part of our curriculum involves teaching the children about issues which could be considered sensitive i.e. sexual health and relationships education or drugs and alcohol awareness. Parents should be assured that whenever these topics arise, we will communicate as appropriate with home. On some occasions we may send a letter just to raise awareness that specific issues are to be covered, on other occasions we will actively seek permission to include your child/ children in a series of lessons. If any parent is concerned about what is being covered within the curriculum however, they should feel free to speak to a member of staff about this.

## Section 6: The Curriculum

### Assessment

Assessment takes place continuously in every classroom within a process known as formative assessment. Teachers observe and talk to children and read their written work to build up a picture of where each child is in their learning. From this, the children are given information about and helped to see how they can improve and what they need to practise. Pupil performance is also measured using standardised assessments which allow measurement of value added by the school as well as giving diagnostic profiles of pupils' strengths and development needs.

Every pupil has an individual Work Folio started in Primary 1. This contains examples of work from a wide range of activities and is added to as a child moves through the school.

### Reporting to parents

Throughout the year, teachers report to parents in a number of ways relating to the progress of the children. This takes the form of Parents' Evenings, Primary 7 Profiles, formal reports at the end of the school year and also opportunities for further meetings with staff throughout the year if required.

Building the Curriculum 5: a framework for assessment provides guidance around the assessment framework –

[http://www.educationscotland.gov.uk/Images/BtC5Framework\\_tcm4-653230.pdf](http://www.educationscotland.gov.uk/Images/BtC5Framework_tcm4-653230.pdf)

Information about Curriculum for Excellence levels and how progress is assessed <http://www.educationscotland.gov.uk/thecurriculum/howisprogressassessed/stages/index.asp>

Information on recognising achievement, reporting and profiling –

<http://www.educationscotland.gov.uk/learningteachingandassessment/assessment/achievement/index.asp>

## Section 6: The Curriculum

### **Transition to Primary 1**

Whether your child is transferring from nursery to Primary 1 or from Primary 7 to secondary school or indeed transferring stage through school they will be entitled to support during this process. School staff make every effort to ensure that important information about your child, their learning and progress and any additional support they require is communicated to the teacher at the next stage of learning.

The school encourages parents to discuss these changes and the Leadership Team will be happy to meet with you to allay any concerns you may have over the new arrangements for your child.

### **Transfer to secondary school**

When your child is due to leave the school at the end of Primary 7, he/she will be allocated a place at their catchment school. The move from primary to secondary school can be a daunting step for pupils and parents. To make this time in the pupils' school career more comfortable, we work closely with secondary schools to provide a range of transitional activities throughout Primary 7. These include Primary School visits from secondary school staff and also a 2 day visit to the secondary school where pupils follow a secondary school timetable. Around this time, secondary staff meet with the Primary 7 teachers to discuss the needs of the children.

## Section 7: Support for Pupils

Most children make appropriate progress in school and their education can be fully supported by their class teacher. Some children may, however, need additional support to help them access learning in the classroom. Assessment and planning for their needs will be done through a Child's Plan which identifies their strengths, barriers to learning and what action or support required to meet their additional needs. A very small number of children with significant and long-term additional support needs may meet the criteria for a Co-ordinated Support Plan. These will be children who receive a lot of support from people outside education; for example, from health and social work staff.

Supporting learning takes place in every class and is the responsibility of all staff in the school. All of our pupils are encouraged to work to the highest level of their ability and additional support is available for children who may require it to help them achieve their potential. The Head Teacher, teachers and other staff work closely to ensure that children and young people's individual learning needs are met.

Support for Learning is co-ordinated by the Principal Teacher in consultation with the Head Teacher, is regularly reviewed, and is based upon pupil need. Support may be given within the class or within another setting, and may be within a group although it is always based upon the needs of the individual child.

The procedures and processes by which an individual child's needs are identified and addressed are set out in Dundee City Council's Children and Families Service policy on Supporting Learners. Central to this is the assessment of need using a staged intervention model and the involvement of parents. We also maintain very valuable partnerships within education and with agencies beyond to support pupils who have additional needs of any kind.

To help assess the specific needs of any pupil who may require extra help the school is able to call upon the services of an Educational Psychologist from Dundee Educational Psychology Service. Before such a step is taken, parents are always contacted and the reason for such a referral is fully explained and parental co-operation sought.

## Section 7: Support for Pupils

As a parent/carer you can access a wide range of information with regard to additional support needs. The information is available both at your local school and on the Dundee City Council website on this internet page <http://www.dundee.gov.uk/education/support/>

The following are available for you at the above internet page.

- Assessing Additional Support Needs
- Attending Pupil Support Planning Meetings
- Co-ordinated Support Plan
- Dispute Resolution
- Dispute Resolution Referral Form
- Mediation - Parent to Parent leaflet
- Supporting Learning (Dundee City Council Education Department, Support for Learning Policy)
- Supporting Learning in Dundee

This internet page also has many other leaflets on related topics which might be of interest to you.

If you cannot access the internet, please ask the School Office if you would like a copy of any of these documents.

The Additional Support for Learning (Scotland) Act 2004 as amended by the 2009 Act came into force on 15 November 2010. The recommendations of the Children and Young People's Act (2014), in particular the Child's Plan and the responsibility of the Named Person, also affects how we assess and plan for all children and young people.

## Section 7: Support for Pupils

Information on additional support needs is also available to you from outside Dundee City Council:

### **Enquire - The Scottish Advice Service for Additional Support for Learning**

Operated by Children in Scotland, Enquire offers independent, confidential advice and information on additional support for learning through:

a telephone helpline - 0845 123 2303

an email enquiry service - [info@enquire.org.uk](mailto:info@enquire.org.uk)

an online enquiry service

two websites - [www.enquire.org.uk](http://www.enquire.org.uk) (for parents/carers and practitioners) and [www.enquire.org.uk/yp](http://www.enquire.org.uk/yp) (for children and young people)

Enquire also provide a range of clear and easy-to-read guides and fact sheets explaining everything from 'additional support in the early years' to 'what planning should take place for moving on from school'.

### **Let's Talk ASN**

Let's Talk ASN is a free service for the parents of children with additional support needs who may require support in relation to a dispute or potential dispute with an education authority. It is a joint initiative of Govan Law Centre (Charity No. SC030193) and Kindred Advocacy (Charity No. SC000264). It provides support for parents and young people from the time they have grounds to make a reference to the Additional Support Needs Tribunal for Scotland (ASNTS).

Advice and information regarding this service can be obtained by email or phone-call:

[letstalkasn@edlaw.org.uk](mailto:letstalkasn@edlaw.org.uk)    0141 445 1955

### **Scottish Child Law Centre**

The Scottish Child Law Centre is a charitable body registered in Scotland under registration number SCO12741." It offers advice and support for families in regard of additional support needs.

## Section 7: Support for Pupils

The Scottish Government website's Additional Support for Learning page also provides links to relevant legislation and guidance, including the arrangements that should be in place to support pupils with additional support needs: <http://www.scotland.gov.uk/Topics/Education/Schools/welfare/ASL>

The 'Supporting Children's Learning Code of Practice (Revised edition)' - provides Statutory guidance relating to the Education (Additional Support for Learning) (Scotland) Act 2004 as amended: <http://www.scotland.gov.uk/Publications/2011/04/04090720/21>

'Getting It Right For Every Child and Young Person', is essential reading for anyone involved or working with children and young people, including practitioners working in adult services with parents and carers. Find it at <http://www.scotland.gov.uk/Topics/People/Young-People/gettingitright>

'Supporting Learners - guidance on the identification, planning and provision of support' is at <http://www.educationscotland.gov.uk/supportinglearners/>



## Section 8: School Improvement

Details of our School Improvement Report: 2019-2020 can be obtained from the school office on request.

### **Significant Achievements for the school include**

- RRSA Level 1 award - the first primary school in Dundee to do so.
- Fantastic fundraising activities included Oor Wullie competition and fundraising for the Archie Foundation, World Book Day and Unicef Day for Change.
- Multiple medal winners at the Fun in Athletics tournament.
- Sporting success included Netball team successes, girls CVL hockey tournament.
- Our Burns Day celebrations and the Parent Council led Scottish Evening involved everyone across the school.
- Our P6s and P7s performed “Go For Gold”, developing their skills in literacy, expressive arts and financial management.
- Development of literacy, ICT and Maths resources at all levels of the school
- P6a entered the Dundee Picture Book competition and displayed their work at the local library.
- Our third year of Careers Week included partnership with Abertay University, The Bridge Project and Insights.

### **School Improvement Activity last session saw the following developments**

- An increase in the opportunities being given for children to engage with extended writing
- Teaching staff are collaborating to plan their curriculum pathways which has ensured more consistent delivery and breadth and depth of engagement with curriculum areas.
- ICT progressions have been developed to support staff with the planning of ICT
- Almost all classes are setting specific targets in extended writing
- The majority of children are benefitting from written feedback in their writing jotters
- Attainment meetings have supported the use of benchmarks when making CfE predictions and judgements

## Section 8: School Improvement

### Attainment Data 2019 - 2020 (percentages)

	Reading	Writing	Talking & Listening	Numeracy
<b>Primary 1</b> (CFE Early Level)	87%	84%	91%	89%
<b>Primary 4</b> (CFE 1st Level)	79%	69%	85%	81%
<b>Primary 7</b> (CFE 2nd Level)	80%	64%	82%	62%

### Attendance Data 2019 - 2020

Attendance description	Roll (Census)		Authorised absence		Unauthorised absence		Attendance	
	BOYS	GIRLS	BOYS	GIRLS	BOYS	GIRLS	BOYS	GIRLS
Whole School	259	243	3.5%	3.1%	0.9%	0.9%	95.6%	96%
LAC	1	3	5.1%	5.1%	0%	3.1%	98.9%	91.9%
Dundee Sector Average			3.9%	3.9%	2.5%	2.6%	93.5%	93.5%

### Exclusions Data 2019 - 2020

Exclusions	Roll (Census)	No. of pupils excluded	No. of exclusions	No. of half day exclusions	Average length of exclusion
Boys	259	5	5	26	5.2
Girls	243	1	1	5	5
LAC	3				6

## Section 9: Extra Curricular Activities

Outdoor and extra-curricular activities depend on the availability of staff and co-operation of interested parents.

- The Astroturf pitch and climbing wall in the playground enable all classes and nursery to make use of these outdoor facilities on a regular basis.
- Both of Eastern's Football teams compete in the Dundee Schools League and Festivals.
- Pupils have had the opportunity to be involved in the school football teams, netball team, basketball team, athletics, multi sports and gymnastics. Pupils take part in Sports Festivals and events when opportunities arise.
- From time to time we are fortunate to have the services of qualified coaches, on a seasonal basis, in cricket, athletics, rugby, football, tennis, etc.
- Eastern Primary School has a strong reputation for musical education and pupils participate in Music Festivals and other events.
- P6 and P7 children perform an end of year show to celebrate their senior years.
- Each year P7 Pupils have the opportunity to participate in a week of Outdoor Education at Dalguise Centre.
- P1 gymnastics club
- P1- P3 dance club run by staff over the course of the session
- Opportunities for P5 - P7 children to attend a hockey club, ICT club and choir
- P6 - P7 athletics club runs throughout the year.
- P5 pupils take part in a Tayside Police Wildlife Crime Project.
- P6 pupils attend swimming lessons for two terms at Grove Academy.
- P7 pupils may also benefit from additional swimming lessons at Grove.

## Section 10: ScotXed Education Statistics Privacy Notice for Pupil and Teacher Data

These notices are intended to provide information to pupils, teachers and parents about data collected through Scottish Government Statistical Surveys including why it is needed, data policy and individuals' data protection rights. The changes in the latest version are intended to:

- Clarify that the information collected is about pupils/teachers in schools rather than solely related to the Pupil or Teacher Census.
- Continue to inform pupils, teachers and parents that the data may be shared with partners for statistics and research purposes and clarify that this could include linkage to other sources in line with the National Data Linkage Guiding Principles.
- Confirm that pupil/teacher names and address (other than postcode) are never collected.

Local authorities are responsible for ensuring pupils, teachers and parents are kept informed about how data will be used and that such information provided is reviewed regularly to ensure it is in line with best practice.

You can access the updated notices at the following links:

- Education Statistics Privacy Notice – Pupils – <http://www.gov.scot/Topics/Statistics/ScotXed/SchoolEducation/SchoolPupilCensus/SchoolHandbookInsertpupils>
- Education Statistics Privacy Notice – Teachers – <http://www.gov.scot/Topics/Statistics/ScotXed/SchoolEducation/StaffCensus/SchoolHandbookInsertstaff>



...you can do so much more **ONLINE** at...  
**dundeecity.gov.uk**