

Braco Primary School



School Handbook Academic Session 2024-2025



Education & Children's Services
Improving Lives Together
Ambition | Compassion | Integrity



School information

The following information areas for inclusion in school handbooks meet the requirements of the Education (School and Placing Information) (Scotland) Regulations 2012.

The purpose of the handbook is to communicate the ethos of the school and provide a welcome for parents to the school, help parents to choose a school, prepare their child for school and act as a reference tool while their child is at the school. The handbook also communicates with parent about the child's learning journey and in doing so, facilitates parental involvement in the school and helps parents support their children.

Everything in **bold** must be included in the school handbook as it is a legal requirement or something that the local authority wishes to include. Everything else is additional information that the schools may wish to communicate to parents and carers.

We must post a copy of school handbook on the Perth & Kinross Council website. Schools may also have them posted on their own website, Glow, blog etc. Handbooks must be made available to parents by the 8th of December each year.

On request, schools must make available to parents a hard copy if they want one, a version in an alternative format e.g. Braille, or translated into a community language other than English.

There is an expectation that you will involve parents and pupils in developing and producing the Handbook.

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Introduction

Dear Parents,

I would like to extend a warm welcome to you. As a school, we look forward to getting to know you and your child and to working in partnership with you.

We welcome and encourage active parental support and involvement both within and outside the classroom. We believe that this enhances the educational experience of your child. Every stage within school is of equal importance to your child's development. Throughout these stages your child is valued, encouraged, and has equal opportunities to develop and learn to his or her potential in a supportive and caring environment.

Braco Primary School is at the heart of village life. We enjoy support from the community and welcome opportunities to become involved with community life. We recognise community involvement enriches the learning experiences of the children, and just as importantly allows us to give something back to the community in which we are part of.

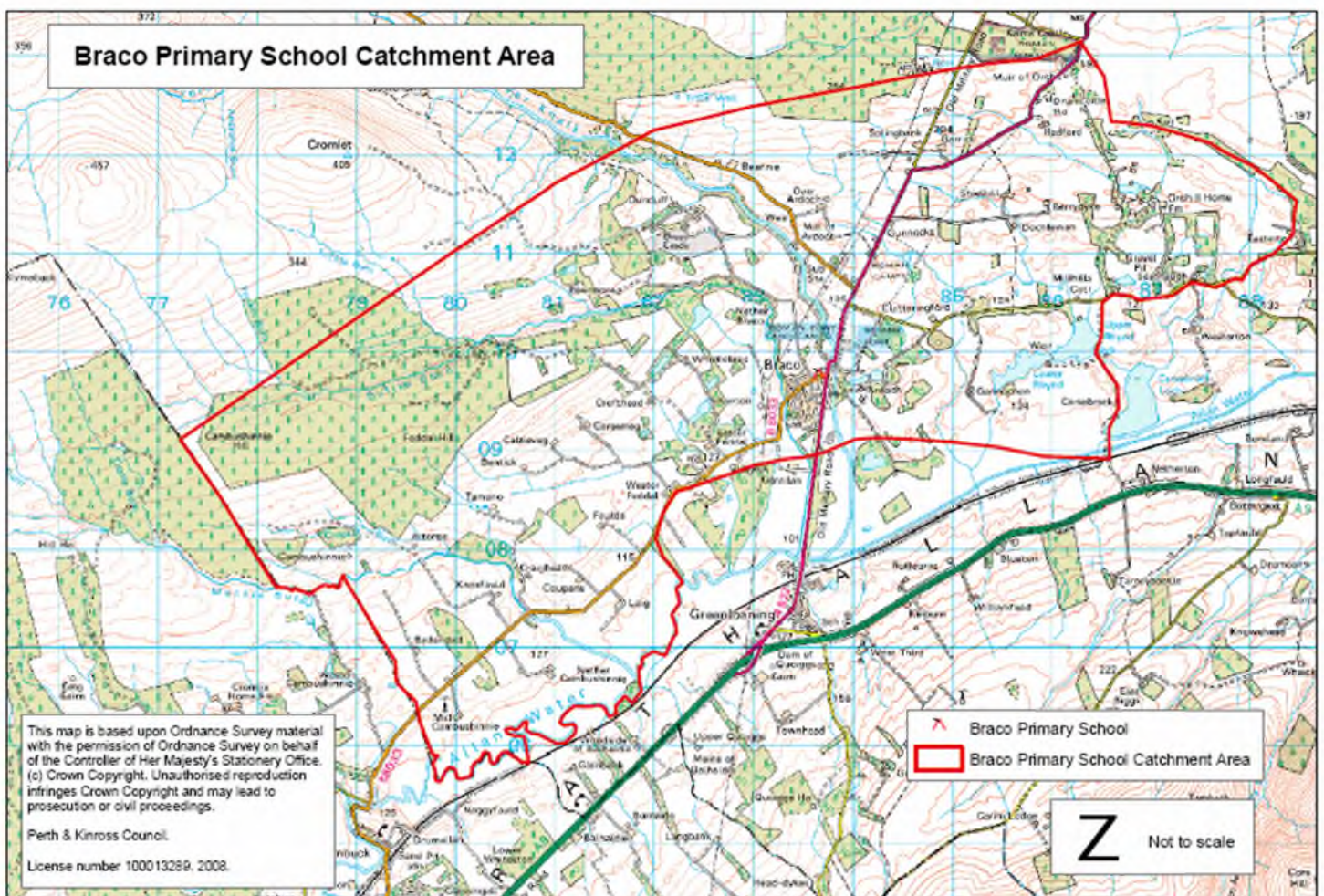
It is our aim to provide a safe, nurturing and trusting environment where our learning experiences and enjoyable ones.

I hope the information contained in our handbook is helpful. Please contact us if you require further details.

Kindest Regards,
Susan Ross
Headteacher

Delineated Area

Braco is approximately eight miles south of Crieff and eight miles north of Dunblane. The catchment area comprises the Villages of Braco, Greenloaning and surrounding area, reaching south towards Kinbuck and north towards Muthill.



Contact Details

Braco Primary School
Feddal Road
Braco
Perthshire
FK15 9QD

Telephone: 01764 661420
Fax: 01786 880730
Email: Bracoparents@pkc.gov.uk
Website: <https://blogs.glowscotland.org.uk/pk/BracoPrimaryWebsite/>

Braco Primary School is a rural, non-denominational school with 3 classes and a nursery (14 places)

Current role is 43 pupils (school)

For further details including information about the parent council please see our school website <https://blogs.glowscotland.org.uk/pk/BracoPrimaryWebsite/>

Braco head teacher is Mrs Susan Ross.

Complaints Procedure

If parents/carers have any concerns about Braco primary School please contact the Headteacher in the first instance.

The school deals with complaints as part of Perth & Kinross Council's Complaints Handling Procedure. More information is available on the Council's website as follows:

<http://www.pkc.gov.uk/complaints>

Procedure in the case of pupil absence or sickness.

If your child is unwell and unable to come to school, please call the absentee line on 01764 661430 or email bracoparents@pkc.gov.uk and leave a message

Arrangements for parents, offered or seeking a place for their child in the school, including arrangements for visiting the school.

If your family would like to join our school community, please phone 01764 661420 or email on us on braco@pkc.gov.uk so we can answer any questions you may have and arrange a tour.

Communication with Parents

Good communication between school and home is essential. We communicate with our parents using our School APP, Digital Learning Journal, email and phone calls. Parents are welcome to visit the school at any time should they have any matters they wish to discuss. Class teachers and Senior leaders are usually present in the playground before and after school.

Formal Parent contact evenings are held in November and March. End of year written reports are shared in the summer term.

Our communication Policy can be found on our school website.

If your child will be absent from school please phone the school office or email Bracoparents@pkc.gov.uk

Staff

Head Teacher
Principal Teacher P1/2/3
Primary 4/5
Primary 6/7
Principal Teacher Relief/ Probationer Relief

Mrs Susan Ross
Mr Craig Torrens
Miss Amelia Conway
Miss Freya Bishop
Miss Jess Rogers (maternity leave)
Miss Stephanie Sheach

Primary Pupil Support Teacher
Early Childhood Practitioner Nursery
Early Childhood Practitioner Nursery
Play Assistant
Primary Pupil Support Worker

Classroom Assistant
Pupil Support Assistant/Lunch Time Assistant
Dinner Lady
Cleaners

Mrs Shirley Wilson
Ms Helena Carey
Mrs Brenda Simpson
Mrs Melody Chapman
Mrs Eleanor Cullen
Mrs Elaine Smith
Mrs Shirley Gillies
Mrs Jill Johnston
Mrs Leanne Miller and Amber Hood
Miss Charlene Angus

Visiting Staff

Janitor
School Chaplain
School Nurse
Peripatetic Nursery Teacher
Area Support Teacher
Peripatetic teacher
Community Link Worker
Educational Psychologist
Violin Teacher
Guitar teacher
Family Learning Practitioner

Mr Jim Perry
Rev. Mairi Perkins
Ms Sheila Milne
Mrs Claire Reid
Mr David Gibson
Miss Jess Duncan
Mr Dave Graham
Ms Linden Hampton
Mrs Fiona Chalamanda
Mr Adam Bully
Ms Melen Nicholls

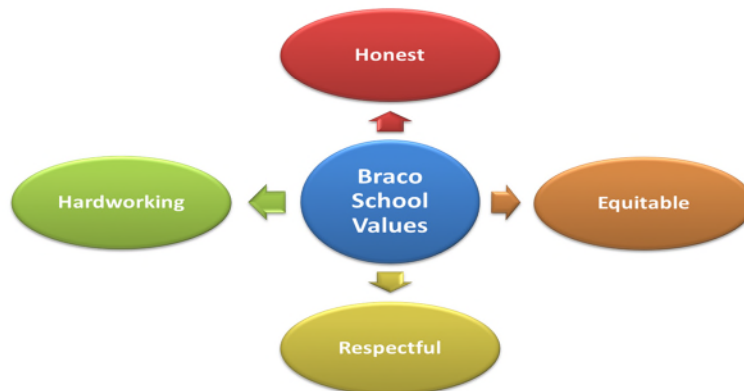
A Shared Vision...



**Include Inspire
Achieve**

Our Values

We are...



Aims

Braco School Community endeavour to prepare their learners for life with...

Brains and Bodies that are Healthy

Respectful, Responsible and Resilient Attitudes

Achievement for ALL

Challenging and Active Learning Experiences

Opportunities for Skills Development

We celebrate our children's achievements through Get Togethers, twitter feeds, Pupil Achievement wall and wider achievement folder in our digital learning journals

Our school has excellent community relationships with local groups such as Ardoch in Bloom and the Ardoch Development Trust.

We are presently working towards our Rights Respecting Schools Gold Award and have made links with a school in Malawi through the Malawi Scotland Partnership. We have an active Pupil Council who work hard to give their peers a voice to influence the life and work of the school.

At Braco School we believe in creating a positive environment for all to work in. As well as developing a caring attitude towards each other, the children are encouraged to foster a positive awareness of the needs of others. Braco School employs a system of positive reinforcement to encourage the best from our pupils.

If negative behaviour occurs, then the children will restore any harm done through a restorative conversation which enables all those involved the opportunity to have their voice heard. Parents /carers will always be kept informed of issues arising.

Braco Schol has a very active parent council who work in partnership with the school. Officer bearers for this academic year 2023/24 are;

Chairperson: Becca MacRae

Secretary: Gillian Nixon

Treasurer: Adrian Davidson

Parent Council can be contacted by email at bracoparentcouncil@hotmail.com

All parents are warmly invited to attend Parent Council meetings

Parental Involvement

Parent voice is vital to school and nursery improvement, and we welcome feedback from parents and our wider school community. We communicate with our parents through our twitter feed, school APP and digital learning logs. We often ask for feedback at school events to inform our next steps and make use of online surveys to gather parental views.

Our staff are happy to discuss learners' progress and Health and Wellbeing over the telephone. Please make an appointment with our school office.

<http://www.pkc.gov.uk/parentalinvolvement>

Transitions

Nursery to P1

To ensure a smooth transition from Nursery to Primary 1, we provide a range of visits and activities to help make this an enjoyable experience for your child. This is continuous throughout their pre-school year.

If your child attends a different Nursery, the Primary 1 teacher will arrange to visit your child in their nursery setting during the last term. The purpose of this visit is to allow your child to meet their new teacher for the first time in familiar surroundings.

Transfer to Secondary School

After completion of their Primary 7 year, pupils of Braco Primary transfer to Crieff High School.

Crieff High School
Strathearn Community Campus
Crieff
PH7 3RS
Tel: 01764 657600

Head Teacher: Mr John Donnelly

Parents of children transferring to Crieff High School will be invited to attend a meeting in June and children will experience induction activities as an introduction to secondary school throughout the year. There is liaison with both Primary and Secondary staff.

Pupils from local schools transferring to Crieff High have opportunities to meet with their peers at various area events.

Pupils who have additional support needs may have an enhanced transition which may include additional visits to the school and meetings with key member of support staff.

Parents who wish their child to attend a Secondary School other than Crieff should complete a placing request form and submit it to Education and Children's Services, Pullar House, 35 Kinnoull Street, Perth, PH1 5GD, between January and March. Parents should receive notification of transfer to Secondary School by April of the year of transfer.

NB For further information about Placing in School and School Commencement Arrangements, please see Perth & Kinross Council, Education & Children's Services, Pullar House, 35 Kinnoull Street, Perth for information.

The Curriculum

Our aim in Braco School is to provide pupils with a motivating and engaging curriculum which is appropriate to each pupil's needs.

At Braco School we use A Curriculum of Excellence to offer pupils learning opportunities within Literacy, Numeracy, Health and Wellbeing, Social Studies, Technologies, Sciences, Religious and Moral Education, Expressive Arts and Modern Languages.

Language and Literacy (reading, writing, listening and talking)

Literacy is fundamental to all areas of learning, as it unlocks access to the wider curriculum. Competence and confidence in literacy, including competence in grammar, spelling and the spoken word, are advantageous for progress in all areas.

We aim to foster positive attitudes to literacy and learning by providing purposeful challenges and experiences. We do this through providing a wide range of language experiences and using a range of resources. Braco School uses a variety of resources to establish successful learning, including core material such as Oxford Reading Tree, Read Write Inc, Jolly Phonics Spelling and Grammar and access a rich variety of texts from the school library. Pupils also work in literacy circles to explore and foster a rich understanding of texts. Big Writing is used to structure writing lessons focusing on Vocabulary, Connectives, Openers and Punctuation.

Maths and Numeracy

We aim to provide our learners with mathematics that is enjoyable, motivating and engaging. Our aims are to develop computational skills with speed and accuracy whilst also developing knowledge, facts and techniques in aspects of mathematics.

Braco School uses a variety of resources to establish successful learning including core material such as Scottish Heinemann Mathematics, Big Maths and TJ Maths, as well as real maths investigations, problem solving and practical tasks. Maths games both traditional and IT based are also used to support understanding in maths across the curriculum.

Health and Wellbeing

Emotional, social and physical wellbeing are essential for successful learning.

We aim to positively develop everyone's social, emotional and physical wellbeing by fostering a safe, caring, supportive and purposeful environment that enables the development of relationships based on mutual respect.

From time to time there will be areas of the curriculum that may require parental involvement before a series of lessons begin e.g. sex education or drug awareness. In these cases, parents will be contacted prior to the lessons being taught and there will be an opportunity to view resources and discuss the programme with the class teacher should it be necessary. Core resources used are Emotionworks and Bounceback.

Social Studies

Our aim is to promote the children's knowledge of their own environment and their understanding of how it works, and to compare this environment with those of other places and times.

Projects are undertaken within the school year based on the themes of People, Past Events and Societies; People, Place and Environment and People, Society, Economy and Business. Social Studies are taught through a varied style of learning involving practical activities, visits and learning from experts, book and research type tasks as well as listening and discussion.

Sciences

Science is typically taught as a discrete subject by class teachers, though every opportunity is made to link science projects to other areas of the children's learning through a variety of interdisciplinary projects throughout the school year.

Technologies

Our technologies framework provides a range of different contexts for learning that draw on important aspects of everyday life and work.

It includes creative, practical and work-related experiences and outcomes in business, computing science, food, textiles, craft, design, engineering, graphics and applied technologies.

Also, as children play and learn they will develop an interest, confidence and enjoyment in ICT skills that can be transferred and applied in different learning contexts.

Modern Languages

In Braco School pupils from Nursery to Primary 7 have the opportunity to learn French and Primary 6/7 are also introduced to a Spanish. Staff are being trained in the delivery of French through the Perth & Kinross development sessions and use The Power Language Platform to plan and deliver lessons. Lessons are taught using games, songs and practical tasks to encourage listening, speaking, reading and some writing.

Expressive Arts

Music is taught by class teachers. Children sing and learn both tuned and un-tuned percussion. They have opportunities to respond to music, describing thoughts and feelings about own and others' work

Mrs Fiona Chalamanda visits weekly to provide Violin tuition and group work from P3.

Mr Adam Bully, a specialist Guitar tutor visits on a weekly basis to provide tuition for P6-7 pupils.

Art and Design is taught by the class teacher and the children are given the opportunity to develop a wide range of creative skills, use a variety of media and respond to work of other artists through constructive comment.

Drama lessons are delivered by the class teacher. Children are inspired by a range of stimuli to create, express and communicate thoughts, feelings and ideas. They experiment with movement, voice and expression.

Physical Education

The children receive a minimum of 2 hours PE per week and are taught gymnastics, athletics

and games skills, as well as expressive dance. Both PE lessons are taught by the class teacher.

We have the use of the Village Hall for PE twice per week, although we spend as much time as possible outdoors when delivering PE lessons.

Pupil Involvement in their learning

Pupils will also have the opportunity to apply and consolidate their learning through a variety of interdisciplinary projects. These projects enable the pupils to plan in partnership with the teachers to set learning intentions and areas of focus. These interdisciplinary projects are very much based on addressing the needs of the pupils in the class and offer opportunities for individual projects, co-operative learning tasks and group work with a greater emphasis on personalisation and choice.

If parents have any areas of skills or expertise and could support aspects of our interdisciplinary work, please let the school know.

Learning outside the classroom

We take every opportunity to use our outdoor environment as much as we can. The school garden, playground and local community are used extensively by all Braco pupils and the continual development of outdoor learning through our Forest School curriculum is a key area of focus.

School trips are planned for every class in the school each year.

Pupils also have opportunities to represent the school at a variety of regional events. All these opportunities ensure the pupils are exposed to as many high-quality opportunities and experiences and possible.

Skills Groups

The school regularly provides opportunities to develop skills for life, learning and work. Pupils work in mixed groups with children from Nursery to primary 7. Groups work in a four week cycle on a particular skill allowing all children to experience different skills within the school year. These skills include developing Leadership and Teamwork, Digital Literacy, Health and wellbeing through Rights Respecting Schools, Creativity and Problem Solving.

Religious and Moral Education

The school welcomes and encourages diversity and individuality while emphasising our common commitment to moral values such as honesty, respect and equity.

We ensure all pupils have access to the full range of educational experiences available within the resources of the school. We are firmly committed to the elimination of any form of discrimination on the grounds of race, religion, gender or disability.

It is a fundamental principle of our school that all who are involved in the life of our school both have the right to be respected as individuals and carry the responsibility to act in a considerate and respectful manner towards others.

We hold a whole school Get Together on a weekly basis. Here we can share news and time together. This may include reflecting and responding to a story of religious or moral significance. A children's song may be used to join us in collective singing.

At the end of each term a service is held in the Parish Church, to which parents and friends are invited.

Under the terms of the Education (Scotland) Act 1980, "any pupil may be withdrawn by his/her

parents from any instruction in religious subjects and from religious observance". Any parent who wishes to exercise this right must first discuss the matter with the Head Teacher.

For further information about Curriculum for Excellence please see
<https://education.gov.scot/parentzone/Documents/CfEFactfileOverview.pdf>

Assessment & Reporting

Assessment of pupils is an integral element of the teaching and learning process. Teachers assess often in order to plan for pupils' learning needs. Summative and formative assessment takes place within the planning period and this is recorded and evidenced. Various methods of assessment are used to gauge children's knowledge, skills and understanding e.g. observation, questioning, discussion, writing, and drawing along with standardised assessment in reading, maths and spelling and SNSAs.

Information regarding children's learning, attainment and achievement is shared with parents throughout the session by coming along to Get Togethers, performances and curriculum events and digital learning logs. The school endeavours to share information through both formal and informal communication such as news on the Braco App, Twitter, Learning links, Digital Learning Journals, certificates home, phone calls and meetings. Parents are welcome to make appointments to discuss their child's progress at any time of the school year.

Formal parent contact evenings are held twice a year. These take the form of a 10-minute confidential meeting between class teacher and parent /carer to discuss the child's progress and future steps.

Annual written reports are issued once a year, normally in the summer term.

In Braco School, we believe that fostering good communication between home and school is vital. We encourage families to share with the school any information which will help us ensure children are happy and cared for in school. Likewise, it is important that families are aware of any issues which arise in school concerning their child. Each child has a digital Learning journal that can be used for informal home-school communication.

Support for Pupils

Some of our pupil may need additional support at some point during their education. This may be long or short term. The support may be universal or targeted. This support may take the form of a targeted intervention programme or additional time or resources to enable progress.

Our peripatetic PPST (Primary Pupil Support Teacher) works in collaboration with class teachers and support staff to gather information to give the best support possible for the individual. Parents will be notified of any evidence gathering and permission sought for referrals to partner agencies such as Speech and Language Therapy.

If a parent or carer is concerned about their child's progress, they should contact their class teacher in the first instance who will communicate concerns with the PPST and Senior Management Team who will take it forward.

In some cases a CYPP (children's and young person's planning) meeting will be held. This is a collaborative meeting with school, home and partner agencies such as health or community link workers to devise a comprehensive plan to support a child.

If you have any concerns about the safety of a child or young person, please contact our child protection officers, Mrs Susan Ross and Mr Craig Torrens.

More information about the Education (Additional Support for Learning) (Scotland) Act 2009 can be found in the link below:

Additional information and support for parents of children and young people with ASN can be found through the following:

(a) “Enquire – the Scottish advice and information service for additional support for learning”, a charitable body registered in Scotland under registration number SC003527;

Enquire offers independent, confidential advice and information on additional support for learning through:

Telephone Helpline: 0345 123 2303

Email Enquiry service: info@enquire.org.uk

Advice and information is also available at www.enquire.org.uk

Enquire provides a range of clear and easy-to-read guides and factsheets including The parents’ guide to additional support for learning.

(b) Scottish Independent Advocacy Alliance, a charitable body registered in Scotland under registration number SC033576; and

(c) Scottish Child Law Centre, a charitable body registered in Scotland under registration number SCO12741.”

School Improvement

A review of the attainment data for session 22-23 in June 2023 has highlighted the following key points:

Assessment data has been used across the year to measure and identify gaps in pupil attainment. This data has been used to effectively target additional resources and staffing to accelerate progress.

In the primary school, overall, the majority of children are making good progress in their learning and are attaining well in Literacy and in Numeracy. Throughout the year, pupils with Additional Support Needs were well supported with regular planning meetings in place to ensure that their needs were met effectively, and that targeted support was in place for those that require it.

- All of our P1 pupils have achieved Early Level in Talking and Listening, Writing and Reading, with most also achieving Early Level in Numeracy.
- Attainment in P4 is generally strongest in Talking and Listening and Reading. Almost all P4 pupils achieved First Level in Talking and Listening and Reading. The majority also achieved First Level in Writing and Numeracy.
- Most of our P7 pupils have achieved Second Level in Talking and Listening and Numeracy. The majority achieved Second Level for Reading and Writing.

Attainment across the school is generally strongest in Talking and Listening, Maths and Reading. However, the gap between these and Writing is decreasing as attainment in Writing has increased in the majority of the year groups. Pupils with Additional Support Needs have been well supported with regular planning meetings in place to ensure that their needs have been met effectively. Targeted support has been in place for those that require it. With 100% parents saying that their child is taught well in school and is making good progress. (March 2023, Parent Survey) Parents commented that Braco was a; “*Brilliant school and all staff are very supportive and caring towards students.*” and that “*The school is excellent at inclusion and orientation!*”(March 2023)

Our attendance for the school has improved this academic year from 93.3% in 2021/22 to

95.5% in 2022/23, we continue to work closely with our families, Community Link Worker and partner agencies to support positive attendance.

LEARNING

The teaching of Writing has been an improvement focus across the school. All teaching staff have fed into the development of a consistent approach to the teaching of writing, including whole school writing marking codes. Writing moderation with colleagues from Muthill Primary School has supported high-quality learning and teaching in Literacy and we are continuing to embed these approaches across the school and shall further develop our practice next academic year.

Teaching staff have worked collegiately with LMG colleagues to further enhance pedagogical knowledge including having a Trauma Informed approach. Staff report that they have benefitted from regular opportunities to build upon their professional learning and bring forward improvement for the school with 100% of Teaching staff strongly agreeing that they feel supported to engage in professional learning (June 2023) with comments such as, "I really like all the range of opportunities children are offered within the school. Staff go above and beyond." and "I love the community feel about the school and wonderful staff members that bring different skills." (June 2023).

We have continued to work closely with partners to provide learning experiences across the curriculum for all learners. This has included class trips to Kelvingrove Museum and Art Gallery, the Royal Highland Show, the Sealife Centre and Glasgow Science Centre as well as a range of after school activities including Ardoch Strings, Gymnastics Club, Photography Club and Bowling Club. All learners have regularly undertaken Forest Schools and in February, our biannual Small Schools Residential Ski Trip took place with the P6/7 children having a week of skiing tuition. Most of our P3 – 7 children have had violin tuition this year with Mrs Chalamanda and Ardoch Strings putting on a fantastic performance in Perth Concert Hall for Perform in Perth. There have been three whole school trips this year to the Pantomime in Perth Theatre, Auchingarrich Wildlife Park and the Seaside in St. Andrew's.

We have continued to ensure that we are providing learners with high quality outdoor learning opportunities across the school. The positive impact of Forest School has been identified as a strength of the school by a range of stakeholders including children, parents, support staff, teaching staff and school leadership, with comments such as, "*Lots of our learning is done outside and that forest is such a big part of our school*" and "*I really like that we incorporate forest school into our curriculum. It gives the pupils different learning opportunities out with the classroom*".

LEADERSHIP

Our small rural school remains at the heart of the community and village life. This year pupils worked with Ardoch Development Trust (ADT) to share their views about our local area in the Community Action Plan Survey. The ADT local community survey (May 2023) highlighted how Braco Primary School continues to be, "*very highly regarded in the community with great teachers and staff and a strong Parent Council. It was cited as a reason for wanting to live in the community. It not only provides great education but a safe, warm, welcoming and nurturing environment and experience.*" Many visitors have been warmly welcomed to the school this year including parent volunteers, *Mystery Readers* for Storytime, author visits, Red Cross First Aiders and the Scottish Book Trust advisors. There has been an exciting calendar of whole school and community events including Braco's Got Talent, *Lights, Camel, Action! It's Strictly Nativity!*, class Get Togethers, Daffodil Teas, Bikeability and the school play of *Shakespeare Rocks!*

The school has experienced staffing changes over the past year, with the long-standing P1/2/3 Class teacher leaving in March 2023 and an acting headteacher being in place whilst the permanent headteacher is on secondment. Staff, stakeholder, pupil and parent surveys highlighted many strengths of our school and its leadership and next steps for development. Our proactive Parent Council have continued to work in partnership with the school supporting a variety of school activities such as the transport for trips, working with Perth and Kinross Council to move forward the new school building project, recovering the playground

shelter and supporting and organising whole school events such as the Halloween Disco and Santa Dash.

Our Pupil Council and Prefects continue to have an active role in shaping the direction of the school and leading school improvement. All learners have had the opportunity to be involved in Skills Groups where they have worked in vertical groups across the range of ages. Following Parent Focus groups and feedback from Parents Evenings a parents and pupils residential trip survey was carried out which highlighted the desire for an increase in the variety and type of residential trips on offer. Opportunities to do this shall be explored next academic year.

How Good is Our School 4 – School Evaluation of Quality Indicators

1.3 Leadership of Change: Good

2.3 Learning, teaching and assessment: Good

3.1 Ensuring wellbeing, equity and inclusion: Very Good

3.2 Raising attainment and achievement: Good

Improvement priorities for 2023-24

- Further raise attainment in Writing
- Further develop the teaching of early reading.
- Further develop Digital Learning and the use of Digital Technologies.

School Policies & Practical Information

School Transport

For information on Free school transport please see link below

<https://www.pkc.gov.uk/article/17284/Schools-transport-and-trips>

Anti-Bullying

We take allegations of bullying at Braco school seriously and would urge you to report bullying behaviours directly to the Headteacher.

Please see link below for further information from PKC

https://www.pkc.gov.uk/media/40989/Anti-Bullying-Strategy/pdf/Antibullying_Strategy_1

Positive Relationships

At Braco School we believe in creating a positive environment for all to work in. As well as developing a caring attitude towards each other, the children are encouraged to foster a positive awareness of the needs of others.

Braco School employs a system of positive reinforcement to encourage the best from our pupils.

If negative behaviour occurs, then the children will restore any harm done through a restorative conversation which enables all those involved the opportunity to have their voice heard.

Parents /carers will always be kept informed of issues arising.

Uniform

The school uniform consists of:

Girls: Navy blue pinafore, skirt or trousers, light blue polo shirt, navy blue sweatshirt, jumper or cardigan.

Boys: Navy blue trousers or shorts, light blue polo shirt, navy blue sweatshirt or jumper.

Gym Kit: Navy shorts, light blue t-shirt, black gym shoes

Navy school sweatshirts, light blue polo shirts, navy school coats, navy school bags navy book bags and red gym bags (all with our embroidered logo) are available to order online from School Trends Website. Uniform is also available through 'Logo Embroidery Scotland'. Orders can be made through sylvialauder85@gmail.com

Red sweatshirts are also available for Nursery pupils.

All items of clothing should be clearly marked with the child's name.

In the interests of safety all jewellery must be removed during PE lessons. Security of removed jewellery is the responsibility of the child. School cannot accept any responsibility for lost jewellery.

If you would like assistance applying for funding to help with uniform costs, please contact the school.

Homework

Homework is an important and valuable activity for both pupils and parents.

At Braco School we follow the advice from the Scottish Office in setting homework tasks appropriate to the age, stage and ability of our pupils.

Homework is an important feature of promoting good study habits at home and can take the form of any curricular area and should reinforce the learning in the classroom.

The co-operation and support of parents is sought to aid their child in the completion of homework.

Please see our homework policy on our school website.

School Lunches

At present school lunches are free for Nursery and P1/2/3/4, snack in Nursery is also free. From January 2022 for P5 and August 2022 for P6 and P7 school lunches will also be free. Payment for lunches should be made using Parent Pay.

Lunches are eaten in the village hall located across from the school building

Timings of the Day

9am: Morning bell for all children (including nursery)
10:45-11am: Morning Interval
12:15-1pm Lunch Break
3pm: end of the school day for all children (including nursery)

Pupil Council

The Pupil Council works in partnership with the Head Teacher, Principal Teacher and all school staff to ensure pupils are included in decision-making processes.

Pupils apply and are interviewed to be on the pupil council each year and work towards making the school a better place for all.

The following charter was written with these aims in mind.

PUPIL COUNCIL CHARTER

At Braco Primary School, the Pupil Council will endeavour ...

- To make sure everyone's voice is heard
- To improve learning and social activities in school

- To take care of and respect our environment
- To make changes that will help the whole world and enable us to be Global Citizens
- To help children be happy so that everyone wants to be in school

School closures

Information on School closures can be found on <https://www.pkc.gov.uk/schoolclosures>

If the school or nursery is going to close an alert will be put on the School APP and Parent Council Chair contacted as soon as possible.

Name of Child Protection Officer

Child protection officers at Braco school as **Mrs Susan Ross** and **Mr Craig Torrens**

GIRFEC

Getting it right for every child (GIRFEC) is the Scottish Government's approach to promoting the wellbeing of children and young people. Wellbeing is described by 8 'indicators':

Safe Healthy Achieving Nurtured Active Respected
Responsible Included

These eight words help everyone to understand wellbeing in the same way and use the same language to talk about it. Sometimes the initials of the words are used, and the wellbeing indicators are referred to as SHANARRI.

The vast majority of Scotland's children and young people get all the help and support they need from within their families and their wider, local communities. But at times a child, young person or family might need extra help or support. The GIRFEC approach aims to make it as easy as possible for any child or young person (and their parents) to get the help or support that they need. Within schools, key staff are available to children, young people and their parents/carers to provide help. advice or support should they choose to make use of it.

The Child or Young Person's Plan is one single plan which coordinates all the services and agencies involved in supporting a child/young person, will help ensure that everyone works together to deliver better outcomes for the child or young person who needs additional support and their family.