



Bun-Sgoil Ghàidhlig Loch Abar

Ar n-òigridh ag ionnsachadh aig cridhe ar cànan, ar cultair agus ar coimhearsnachd.
Our youngsters learning at the heart of our language, our culture and our community.

Ceannard na Sgoile: Mr John Joseph MacNeil

15.08.17

A Phàrant/Neach-gleidhidh Chòir,
Dear Parent/Guardian,

Session 2017 - 2018

Fàilte air ais agus fàilte bhlàth gu sònraichte gu C1 agus sgoilearan ùr anns an Sgoil-àraich! Tha sinn an dòchas gun robh làithean-saora air leth agaibh agus gu bheil sibh deiseil airson bliadhna gu math trang. Tha fiosrachadh gu math cudromach anns an litir seo. Ma tha ceistean no beachdan agaibh aig uair sam bith, bhithinn toilichte cluinntinn bhuaibh.

Welcome back and a special welcome to our new C1 as well as our new Sgoil-àraich children! We hope you have had a lovely summer holiday and are ready for another busy year at Bun-Sgoil Ghàidhlig Loch Abar. This letter contains some very important pieces of information. As always, if you have any questions or comments, please do not hesitate to get in touch with us.

Registration/Absence

Primary - Registration will take place electronically by the class teacher every morning and afternoon using a system called SEEMIS. The school office will access the registration system at 9.15am and make arrangements to contact any parents/guardians of pupils who are absent by telephone in the first instance. It is Highland Council policy that where a child is absent or late (and the school has not been given prior notice), the school will make concerted efforts to contact parents/guardians to find out why. **Therefore, it is vital that all parents/guardians should contact the school by 9.15am calling our Absence Line on 01397709721 and leaving a message.** Failure to contact the school will result in an unauthorised absence. Our handbook details the procedures that we take in the event of unexplained absences.

Sgoil-àraich - As our Sgoil-àraich operates flexibly, parents/guardians should contact the school by calling our Absence Line on the day of absence.

Drop-Off Arrangements

Children should not arrive at the school any earlier than **8.40am** (unless attending the breakfast club) as there is no supervision or access to the playground. Parents/guardians must not go beyond the under-pass gate. **Strictly - no parking in the bus drop-off zone.** The drop off zone beside the nursery and under-pass gate should only be used for drop off. Due to the tightness of the circular road, larger vehicles struggle to get past if cars are parked. Parking spaces are available in the main parking area for appointments and visits to the school. Please also note that due to security regulations, we are unable to open the gate on Caol side.

Bun-Sgoil Ghàidhlig Loch Abar, Rathad Àird Ghobhar, An Caol, An Gearasdan, PH33 7JE

Lochabar Gaelic Primary School, Ardgour Road, Caol, Fort William, PH33 7JE

Fòn: 01397 709720 / Post-dealan: bsgla@highland.gov.uk / Làrach-Lin: www.bsgla.co.uk

Lorgaibh sinn air Facebook (Bun-Sgoil Ghàidhlig Loch Abar) agus air Twitter (@bsgla)



Bun-Sgoil Ghàidhlig Loch Abar

Ar n-òigridh ag ionnsachadh aig cridhe ar cànan, ar cultair agus ar coimhearsnachd.
Our youngsters learning at the heart of our language, our culture and our community.

Ceannard na Sgoile: Mr John Joseph MacNeil

Daily Timetable

Breakfast Club:	8.30am – 9.00am
Nursery:	8.30am – 2.45pm
Bus Club for P1- P3:	2.45pm – 3.15pm
Out of School Care:	2.45pm – 6.00pm

A warning bell will sound at 8.55am.

Primary 1 - 3:	9.00am - 12.30pm 1.30pm - 2.45pm
Primary 4 - 7:	9.00am - 12.30pm 1.30pm - 3.15pm
Morning Interval:	10.30am - 10.45am
Lunchtime:	12.30pm - 1.30pm

All children are supervised by staff during morning interval and lunchtime.

Breakfast Club

Breakfast Club is optional and runs daily for children in Sgoil-àraich and Primary from 8.30am until 9am. We ask for a weekly £2 donation to contribute towards breakfast items as this is not a funded club. The club runs in the Sgoil-àraich Room and parents/guardians should drop off children via the Sgoil-àraich entrance. The club is delivered through the medium of Gaelic. To book this service, please contact the school office.

Sgoil-àraich - Flexible Hours

As families are aware, we offer a more flexible use of nursery hours rather than the previous arrangement of 9.15am to 12.25pm. Our Sgoil-àraich opens from 8.30am until 2.45pm followed by after school care until 6pm. Parents/guardians can flexibly use their 600 hours (funded) as a maximum of 16 hours free entitlement per week - with a maximum in any one day of 8 free hours. Parents/guardians, if they wished, would therefore be able to tailor their child's free entitlement to better match their own working pattern. For example - your child may use their entitlement over 3 days and not attend at all on the other two days. Parents/guardians may also purchase additional early learning and childcare if they need to and if spaces are available at a cost of £4.00 per hour.

It is extremely important that families sign in and sign out at Sgoil-àraich.

Changes to hours - we ask that due to the large numbers, where possible, parents/guardians give us notice of 48 hours when wishing to amend hours or/and book lunches.

It is important to stress that the full curriculum (including structured language time and free play) will be delivered through the medium of Gaelic regardless of the times you opt for childcare.



Bun-Sgoil Ghàidhlig Loch Abar

Ar n-òigridh ag ionnsachadh aig cridhe ar cànan, ar cultair agus ar coimhearsnachd.
Our youngsters learning at the heart of our language, our culture and our community.

Ceannard na Sgoile: Mr John Joseph MacNeil

After School Care - Primary Children

Our After School Care service runs from 2.45pm/3.15pm - 6pm. A copy of the information leaflet is attached. The cost of a session for a child in primary school is £10.60. If you wish to book the service, please contact the school office.

Bus Information

All children travelling by buses will be issued with a travel pass. Please note that if this card is lost, a £5 administration charge will be due for replacement. All children will be escorted on and off the bus at the beginning and end of the day. **If you have any concerns regarding transport, please contact the transport office directly on 01397 709037.**

Communication

If you need to get in touch with the school you can either telephone, e mail us or use private messaging on our social media pages. If you are unable to reach the school by telephone, we have a messaging service and will endeavour to return your call at the earliest opportunity. If you wish to meet with the Head Teacher or a member of staff, please arrange an appointment and we will be more than happy to meet with you. We operate an open door policy. We also send out weekly newsletters on a Friday morning to ensure you are up to date with events and latest news from the school.

Please complete the Annual Data Check Form which is enclosed in this pack and return to the school as soon as possible. We apologise about the length of this form but it ensures that all details are correct and up to date on our systems. If any information is incorrect, please put a line through the information and add the correct information underneath. Please ensure that emergency contact information is completed and up to date. The form also includes photography consent for use on our school website, social media and publications.

Social media - last year we successfully used social media to share videos and pictures of our children and school community learning and achieving. This year we plan to use social media and our website to share information for parents, families and the wider community. We moderate these systems frequently and adhere to the Highland Council Policy on the use of these forms of technology. **If you do not want your child to appear in any of these pictures or videos that we upload onto our website or/and social media, please clearly mark this on the data check form.**

98% of our parents/guardians receive all school correspondence via email. Please complete the Additional Data Check Form if you would like to receive all correspondence via email. This is our preferred option and helps us to look after the environment. The only thing we ask is that you regularly access your e mails. We will be trialling a new text messaging service for parents/guardians.

It is extremely important to notify the school of any changes to your contact details.



Bun-Sgoil Ghàidhlig Loch Abar

Ar n-òigridh ag ionnsachadh aig cridhe ar cànan, ar cultair agus ar coimhearsnachd.
Our youngsters learning at the heart of our language, our culture and our community.

Ceannard na Sgoile: Mr John Joseph MacNeil

Class Dojo

As many families will be aware, we use Class Dojo as a way to communicate with families to share news and achievements. Please note that we are currently moving existing children into new class groups - we hope to have this up and running next week.

How do I access Class Dojo?

- You can simply access Class Dojo by downloading the 'app' onto your phone or/and by accessing the website. *New parents - you will receive a code home very shortly to allow you to access the system.*

What information will be shared?

- You will first see the class story. This will be a collection of photos and videos from the learning in the classroom. This will only be seen by nominated parents within the classroom.

- You will then have the option to see the student story. This is totally confidential and only nominated parents, class teachers and Mr MacNeil can see individual stories. On this we will share pieces of work, assessment information, good news stories, individual pictures and videos for families. You have the option to comment as well as ask questions. Learning snapshots will also be shared on individual student stories.

- Children/staff will also share wider achievements in and out of school.

What other benefits will this provide?

- Instant engagement for families with the learning in the classroom.

- This will help reduce teacher workload.

Is this safe?

- Yes, this has been trialled across a number of Highland schools.

What if I do not have internet?

- You will continue to receive snapshots in the traditional manner. We would also encourage families to come into school to have a look at Class Dojo.

How do the points work?

- Children are awarded points for demonstrating a particular skill e.g. team work. Once children have received 20 points, they get to choose a reward e.g. additional time with computer programming, additional time reading etc. This is very much about promotion of positive behaviour linked into developing essential skills for life, learning and work.

Bun-Sgoil Ghàidhlig Loch Abar, Rathad Àird Ghobhar, An Caol, An Gearasdan, PH33 7JE

Lochabar Gaelic Primary School, Ardgour Road, Caol, Fort William, PH33 7JE

Fòn: 01397 709720 / Post-dealan: bsgla@highland.gov.uk / Làrach-Lin: www.bsgla.co.uk

Lorgaibh sinn air Facebook (Bun-Sgoil Ghàidhlig Loch Abar) agus air Twitter (@bsgla)



Bun-Sgoil Ghàidhlig Loch Abar

Ar n-òigridh ag ionnsachadh aig cridhe ar cànan, ar cultair agus ar coimhearsnachd.
Our youngsters learning at the heart of our language, our culture and our community.

Ceannard na Sgoile: Mr John Joseph MacNeil

Profiling and Reporting

If you would like to receive your child's report bilingually, please indicate on the Additional Data Check Form. More information will be sent home to families regarding profiling and reporting at a later date.

Health Plans

At the back of the Data Check Form, the information we hold on your child's health should be detailed. To help us ensure that all the information we hold is correct, please check and amend the form accordingly. If your child has any medical conditions or allergies that we are not aware of, please complete a **new** health plan form. This is not applicable if your child has no health or allergy issues. If your child is taking any medication (including inhalers, epi-pens etc), please ensure that you complete the relevant 'administration of medicine' forms. The information you supply will be shared with all relevant staff. All members of staff have also received training on administering an epi-pen. **Please ensure that all medication you send into school is in date and has a clear label marked with administration instructions.**

Handbook

Both our nursery and primary school handbooks are online.

Cashless Catering

Please remember to ensure that you top up online for school dinners by going to www.highland.gov.uk. You will need your child's Scottish Candidate Number which you can access by contacting the office. If you choose to pay by cheque or cash, the drop box is situated beside reception to leave payment. The new cost for school lunches is £2.30. A menu is attached for your information.

Gym Kit/Shoes/Uniform

Gym kit should come into school in a bag on a Monday morning and will be sent home on a Friday. Canvas shoes (sand shoes) should be provided for indoor and gym use. **Please ensure you label all items of clothing as well as shoes/canvas shoes - this is really important to avoid items getting lost and mixed up.**

Informal Uniform	Boys - Black or Grey Trousers/Short Trousers, School Polo Shirt, School Jumper and Black Shoes/Trainers	Girls - Black or Grey Skirt/Trousers, School Polo Shirt, School Jumper and Black Shoes/Trainers. Grey dresses. Gingham dresses (summer).
Formal Uniform (Mòd events etc)	Boys - Black or Grey Trousers, White Shirt, School Tie and Black Shoes.	Girls - Black or Grey Trousers, White Shirt, School Tie and Black Shoes.

We will notify you when children are required to wear formal uniform. Please note - school ties can be purchased from the School Office at a cost of £5.00.



Bun-Sgoil Ghàidhlig Loch Abar

Ar n-òigridh ag ionnsachadh aig cridhe ar cànan, ar cultair agus ar coimhearsnachd.
Our youngsters learning at the heart of our language, our culture and our community.

Ceannard na Sgoile: Mr John Joseph MacNeil

Nut Free School/Pack Lunches

We are a nut free school and therefore snacks containing nuts should not be taken into the school. Please also note that glass bottles are not permitted. Children can bring in a water bottle containing water every day for use in class. There are cold water dispensers around the school for top up. The canteen will be providing a tuckshop at morning break offering toast, milk, fruit, tea and water for a small charge. A copy of our menu is attached. We would also encourage children to bring in healthy snacks. During lunch service, water and milk are available every day. School approved low sugar juice is also served from time to time.

Instrumental Tuition

Instrumental tuition is available from Highland Council within the school. Violin is available from P2 and Chanter, Brass and Woodwind from P4. A form will be sent home to families once we receive these from the instrumental tuition team.

Committees/Houses

All new Sgoil-àraich children and C1 children will be allocated to a house over the next few days which will be led by a House Captain from C6/7. The houses are Barra, Uist, Harris and Lewis. All children throughout the school will also be placed onto a school committee of their choice. These committees include:

- Learning Committee
- ECO Committee
- Gaelic Language, Culture and Community Committee
- Careers, Skills and Technology Committee
- Outdoor Learning and Gardening Committee
- Rights Respecting Committee

After School Clubs/Club Spòrs

All After School clubs and Club Spòrs will commence in Term 2. If you are interested in helping or running a club, please get in touch with us. Shinty tuition for the whole school will commence in Term 2. *Please note that current members of the School Choir will start back on Tuesday 22nd August at 6pm to prepare for the Mòd in October. Còisir Òg will start back this Thursday at 4pm in Lochaber High School.*

Other documents

Please find enclosed in this pack a copy of the school lunch menu and our volunteer and skills letter. If you would like a Gaelic menu, please click on the link below:

http://www.highland.gov.uk/downloads/file/6434/primary_school_menu_-_gaelic



Bun-Sgoil Ghàidhlig Loch Abar

Ar n-òigridh ag ionnsachadh aig cridhe ar cànan, ar cultair agus ar coimhearsnachd.
Our youngsters learning at the heart of our language, our culture and our community.

Ceannard na Sgoile: Mr John Joseph MacNeil

Primary - a copy of the class timetable and your child's class positive behaviour plan will be sent home to families next week. We will also be sending home a copy of our school diary for the year.

Support for GME

Join us on Facebook - Bun-Sgoil Ghàidhlig Loch Abar

Join us on Twitter - @bsglochabar

Website - www.bspla.co.uk

There are also a number of websites that we would recommend to families to support with Gaelic language:

<https://gaelic4parents.com/> - homework support available Monday to Thursday from 5pm - 7pm, all reading books online with audio files as well as lots of helpful information!

<https://learninggaelic.net/> - great resource for learning Gaelic!

<https://e-storas.com/> - lots of songs and information for families!

<https://go-gaelic.scot/> - another great resource for learning Gaelic!

<https://faclair.com> - Gaelic dictionary.

We would also recommend that you download the app 'Oran na Cloinne Bige' if your child is in Sgoil-àraich or C1. Finally, we recommend that your child views BBC Alba from time to time as there are lots of fantastic cartoons on the channel from 5pm daily.

Parent Council/Comhairle nam Pàrant

The first meeting of our Parent Council will be held at the school on **Tuesday 29th August at 7.30pm**. All are welcome. The AGM for our Parent Council will take place in September - date to be confirmed.

Tapadh leibh airson ar cuideachd. Thank you for your ongoing support.

Dùrachdan,

Mr John Joe MacNeil

Ceannard na Sgoile/Head Teacher