

Low Port Primary School: Where you are given opportunities and leave with happy memories.

Newsletter December 2016

Improvement Plan Update

In November staff had two professional learning events. The first was a Dyslexia Awareness session provided by West Lothian Council Literacy Base with another cluster school. The second session was follow up to this and specifically around how we plan to use this learning at Low Port Primary School. We have set up a Dyslexia Steering group of pupils, parents and staff. The first meeting will take place on Friday 16 December. We also spent time on our second session finalising aspects of our Bereavement Policy and supporting toolkit. This is almost ready to share with you. The updated Behaviour Policy has been shared with staff and will be shared with pupils before the end of term. We hope to post this on our website in January.

Contacting the school

We would like to remind all families that should they have any feedback or concerns to contact the office in the first instance. They can then direct your query appropriately. As the office team maintain records of communication, we would ask that parents/carers go via the office and do not contact staff directly.

I would direct you to the School Handbook for specific advice on Communication with Parents as well as the WLC Concerns/Complaints Procedure. The School Handbook is regularly reviewed and contains a wealth of information. You can find it on our school website.

Please find below the excerpt from the School Handbook on these topics:-

Communication with Parents

We use a range of ways to ensure that parents/carers are kept fully informed of the life of the school. We value parents' opinions and welcome you to contact us with any concerns, queries or suggestions.

- *Groupcall Electronic Mail - a group email system of communication with the primary parent/carer contact. This will be used to send out school information and newsletters and will also be used by the Parent Council and PTA. Paper copies will be issued to parents who have not opted for electronic mail.*
- *Newsletters will be produced monthly with essential information and school news for all parents, plus pupil friendly reading.*
- *Two parent contact meetings are held each school year to discuss pupil progress with class teachers. Outwith these times parents are asked to make an appointment should they have concerns e.g. pupil progress.*

- *Information about activities in school e.g. Shared Start/Finish times, extra-curricular clubs, curriculum events, permission letters for education visits etc., will be sent out to parents prior to the event.*
- *A 'Meet the Teacher' evening will be held at the beginning of the school year to give parents the opportunity to meet with their child's class teacher and hear about some of the work their child will be doing throughout the year.*
- *Regular opportunities for parents to see pupils engaged in learning will be provided throughout the year e.g. Shared Start/Finish Weeks, concerts, school shows, assemblies.*
- *School staff will write a weekly blog with their class which will be posted on the relevant class page on the website for parents to access.*
- *Updated Big Pictures will be sent home at regular intervals for parents to discuss with their child. These 'set the scene' for learning each term.*
- *The Head Teacher will report on school issues at Parent Council meetings.*
- *P1 - P7 Homework jotters are issued to all children. These are also used as a means of communication with parents.*
- *Learning Targets will be shared with parents/carers.*
- *Parents are supplied with a written progress report at the end of the school year. This will provide information about how each pupil is progressing across the curriculum. Parents are encouraged to respond to these reports.*

An Information Evening for parents of prospective P1 children will be held during November. An intake meeting for families granted a place will be held in May with more detailed information about your child starting Primary 1.

Concerns / Complaints Procedure

We hope that you enjoy your association with the school and urge you to contact us with worries, concerns or complaints that you may have - remember we are only a phone call away.

If you have concerns or complaints regarding the service you are receiving, these can be addressed by contacting the Head Teacher in the first instance.

Rookie Rockstars

We had VERY successful evenings with Rookie Rockstars as part of our anti-bullying studies in school. Thank you very much for all the positive feedback! The children certainly seemed to enjoy themselves. A special thank you to the mums, dads, grannies and grandad who 'volunteered' on the night!

Christmas Arrangements

As the party season fast approaches, we thought a wee reminder about Christmas arrangements may be useful.

- All class parties will be in the afternoon. Children may have a chance to change into party clothes at lunch time. All children will be able to choose a drink of

juice, crisps and a sweet courtesy of the PTA and there may be party prizes up for grabs!

- At the Christmas lunch on Wednesday 7th, children may wear a Christmas jumper or a Christmassy hat if they wish.
- Our Christmas service in St Michael's Church, which includes our P1 Nativity, starts at 1.45pm. Everyone is welcome to join us! As well as the P1 performance, brass, strings and choir will be performing. After the service, all children will return to school for the end of the school day and can be collected at 3.20pm as usual. There will be a retiring collection which will go to Richmond's Hope, which is a charity that works with children and young people to rebuild their lives after the death of a significant person.
- We have a parent helper coffee morning arranged at 10.30am on Friday 16th December. Please feel free to join us for a mince pie and cuppa.

Parking

A reminder that parents/carers are NOT permitted to park at the top or lower car parks as these are staff parking areas. All staff vehicles now have badges and these areas are monitored by school and Low Port Centre staff. Staff car parks are not ideal for children being dropped off and the safest route is from the Rose Garden gate where there are no vehicles. Your child's safety is important to us.

Resources Update

We have been able to purchase new sets of group novels, library books, bereavement resources, dyslexia resources and iPads with the support of the PTA and ETF. We would like to thank everyone involved as these resources will make a big difference and impact positively on the learning. A special thanks to the mums who assisted in giving the GP room a (not so) wee tidy!

Linlithgow Cross Time Capsule

P6 and P7 pupils wrote about Linlithgow in 100 year's time and what we thought the town would be like. Authors of the selected articles were invited to attend a special event and help place the time capsule under the refurbished fountain at the Cross. We had our photographs taken. Afterwards we went for juice and biscuits in the Burgh Halls.

P6 and P7s who attended.

Wider Achievements

Swimming heats

Six swimmers from Low Port (four from P7, one from P6 and one from P4) competed in the West Lothian Schools Swimming qualification gala on Sunday 20th November - Broddy, Adam H, Rebecca, Ross, Jamie and Billy.

Broddy, Adam, Ross and Billy won the boys 50m free relay and Rebecca won silver and gold. Rebecca and Billy's mum was a great poolside help and we all had a great experience. We have our fingers crossed that we can make it to the finals.
by Broddy, Adam H, Rebecca and Ross.

Extra congratulations are due as Low Port were the top overall primary school! Thank you to all our pupil representatives and their families for support. We look forward to receiving the trophy in the next few weeks!

Chess Club

A Low Port Chess team came second out of twenty teams from across Lothian at their recent P6/7 team competition. Well done Eileen, Ted, Alasdair and Oliver! They are the first ever winners of The Queensferry Shield!

Low Port players also won medals for being top placed teams in various other categories (including best new team). Well done all the players who took part - Matthew, Lewis, Calvin, Ashleigh, Hamish, Molly B, Molly T, Megan, Adam, Eileen, Ted, Alasdair and Oliver.

Also, three ex-Low Port pupils helped The Academy to win the school secondary competition.

Rotary Club of Linlithgow Grange Competition

The Rotary Club of Linlithgow Grange run an annual writing competition across all the cluster schools. This year the theme was 'Reflections' and some 200 essays were submitted! The overall winner is Ella in P7! Congratulations Ella! She will receive a £50 book token plus the Jim Clark trophy for a year. The school will also receive a cheque for £100. Ella will help decide how best to use this prize!

Office Update

We are now able to issue one EE2 to cover local area outings rather than one for each and every visit. Please ensure that you have returned your child's EE2 to school as soon as possible. Should any medical information on the form change, then please ensure that the school is updated as this could have implications when taking your child out of school.

May we please ask all families to ensure there are zero balances in Ipay LUNCHES by the end of term.

Late Arrivals

We have a number of children arriving quite late after the bell has rung. May we remind families that the bell goes at 8.50am and any children arriving late are marked as such on the register. Children should ideally be in the grounds by 8.45am and would be in time for lining up when the bell rings.

Diary Dates

Monday 5 December	Panto taster session in school for all classes
Wednesday 7 December	Christmas Lunch - wear a Christmas jumper if you wish! P3 football event P4H library talk
Thursday 8 December	P5 Church visit
Monday 12 December	Nativity rehearsal - school only
Tuesday 13 December	P4T library talk
Wednesday 14 December	Nativity St Michael's Church 1.45pm All Welcome
Thursday 15 December	P6 and P7 Party PM
Friday 16 December	VLG 4 Parent Helper Mince Pies and Coffee Morning 10.30am
Monday 19 December	P4 Party PM P7 singing at Care Home
Tuesday 20 December	P3 and P5 Party PM
Wednesday	P1 and P2 Party PM P4T singing at the Caring Cafe ALL BREAK FOR HOLIDAYS 3.20pm

All staff would like to wish you a very Merry Christmas and happy New Year!

