

SCHOOL STAFF

HEAD TEACHER

Ms Maureen Sutherland

CLASS TEACHERS

Ms Maureen Sutherland - P4-7 (1.5 days per week)
- P1-7 (2.5 days per week)
Mrs Dawn MacPhie - P1-3 (2.5 days per week)

VISITING TEACHERS

Management time - P4-7 for 1 day per week
Mrs Chisolm - PE
Mrs J. Robertson - English Learning Support
Ms Harriet Bovingdon - Violin Instruction
Mrs Stevie Morgon - Art

VISITING SPECIALISTS

Stephanie Curtis - Speech Therapist
Ms Stephanie James - Educational Psychologist
Dr A. Linneman - School Doctor
Mr Alistair Gunn - School Dentist
Mrs Eilish MacLellan - School Nurse/Health Visitor

ACTIVE SCHOOL COORDINATORS

Mrs Pam MacDonald
Mrs Emma Walters

SUPPORT STAFF

Mrs M A MacDonald - Clerical Assistant
Miss Donalda MacLennan - Classroom Assistant

AREA EDUCATION STAFF

Mr Lawrence Young
Mrs Rosemary Bridge
Mr Ian Jackson

SCHOOL CHAPLAIN

Rev Fr J Calleja, The Presbytery, Morar
Tel: 01687 46 2201
Deaconess J Anderson, Clanranald Terrace, Arisaig
Tel: 01687 450398

PARENT COUNCIL

Jennifer Campbell - Chairperson
Julie Bryce - Treasurer
Ann Macnaughton - Secretary
Angela Cunningham - Parent Member
Katie Nicolson - Parent Member
Cathy Stewart - Co-opted Community Member

Lady Lovat Primary School
Morar
PH40 4PA

September 2008

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Lady Lovat Primary School is situated in the village of Morar facing the Morar Estuary and looking towards the islands of Rhum and Eigg. The catchment area is from Beoraidbeg in the North to Garramor in the South and East to Bracora. Lady Lovat Primary is a non-denominational school which accommodates one English medium department of two class.

Lady Lovat, who performed the official opening of the school on 13 May 1915, laid the foundation stone for the school on 20 April 1914. This building houses the Primary 1-3 and Primary 4-7 classes. In 1951 an annex was erected. It is a corrugated iron building containing two rooms, one of which serves as a dining room and the other is a music room. A new toilet block, attached to the main building, was added in 1983. In 1999, the school house was refurbished to provide a resource room, an office, a staff room and toilets.

A demountable classroom was put in place in October 2002 to cater for the rising school roll. This is situated at the rear of the main building. It is used for physical education.

The current school roll is 17.

Lady Lovat Primary does not have nursery provision so the English nursery is situated in Mallaig Primary School. Regular liaison is established with this nursery and the pre-school children who will attend Lady Lovat Primary visit the school in June. This visit comprises of a week of morning sessions.

The school has a family atmosphere. Pupils are encouraged to participate in all school activities.

Any parent who is considering the school for his/her child is welcome to visit at any time, by arrangement, in order to meet the Head Teacher and to look around the school.

SCHOOL AIMS

At Lady Lovat Primary School our aims are based on the values of wisdom, justice, compassion and integrity in line with the 7 principles and four purposes of the curriculum for excellence. To achieve our aims, every child and young person in our care will be protected from abuse neglect or harm, have the highest attainable standards of physical and mental health and be given support in learning to make healthy and safe choices. They will be supported and guided in their learning and in the development of their skills, confidence and self esteem and have opportunities to take part in activities such as play, recreation and sport which will contribute to healthy growth and development. They will have the opportunity, along with Parents and Carers to be heard and involved in decisions which affect them, and be encouraged to play active roles in their school with appropriate guidance and supervision. They will have help to overcome social educational, physical and economic inequalities and be accepted as part of the community in which they live and learn.

Aims:

- To create a welcoming, happy, healthy and safe learning environment in which all members of the school community treat each other with mutual respect and fairness.
- To motivate all pupils to achieve their full potential in all areas of their learning.
- To provide quality learning experiences for all pupils, through a range of teaching styles to enable them to be actively involved in their own learning.
- To provide opportunities for all pupils to become successful learners, confident individuals, responsible citizens and effective contributors in society.
- To encourage and support the development of positive life styles and attitudes with a particular focus on health and well being.
- To make a contribution to the life of the community through actively promoting partnerships with parents, professional agencies, individuals, businesses and the wider community.
- To promote a team approach to ensure effective management of the school through good leadership, where the views of all pupils, parents, carers and staff are valued.

SCHOOL DAY

Primary 1 - 7	commence	9.00am
Primary 1 - 7	interval	10.45am - 11.00am
Primary 1 - 3	lunch	12.30pm - 1.15pm
Primary 4-7	lunch	12.30pm – 1.30pm
Primary 1 - 3	dismissed	2.30pm
Primary 4 - 7	dismissed	3.15pm

SCHOOL UNIFORM

Although school uniform is not compulsory it would be greatly appreciated if parents would support the following:

- GIRLS - white blouse, grey skirt, bottle-green jumper or cardigan.
- BOYS - white shirt, grey trousers, bottle-green jumper.
- TIES - school ties can be purchased at the school
- P.E - shorts, T-shirt, gym shoes/trainers.
- Swimming - swimming costume/towel

During the winter months (November - February) the girls have the option of wearing grey uniform trousers.

A swimming kit is also necessary as the children have swimming lessons as part of their PE timetable.

It is very important for parents to label their children's clothing so that any lost articles can be returned immediately.

HOLIDAY DATES -- Session 2008/2009

School open

Tuesday 19 August 2008
Tuesday 28 October 2008
Monday 5 January 2009
Wednesday 18 February 2009
Tuesday 14 April 2009

School close

Friday 10 October 2008
Friday 19 December 2008
Thursday 12 February 2009
Friday 27 March 2009
Thursday 2 July 2009

Dates for In-service training :

Monday 18 August 2008
Monday 27 October 2008
Tuesday 28 October 2008
Thursday 12 February 2009
Tuesday 14 February 2009

May day Holiday : Monday 4 May 2009

THE 5-14 CURRICULUM

This curriculum is divided into 5 main areas:

- Language
- Mathematics
- Environmental Studies (including Science and Technology)
- Expressive Arts (Music, Art, Physical education and Drama)
- Religious and Moral Education /Health Education /Personal and Social Development

Although the above subjects are sometimes taught separately, many are integrated particularly through Environmental Studies. The curriculum is organised in such a way that

there are opportunities for individual group and class learning. Pupils are encouraged to take pride in their work, complete all tasks (where possible) and to take care of books and equipment. Above all it is hoped that pupils will enjoy all learning experiences and develop skills and knowledge about the world they live in.

The National Curriculum for pupils aged 5 - 14 aims at progression. Pupils work through a series of targets. These targets are set out in six levels of increasing demand.

- LEVEL A should be attainable in the course of P1 - P3 by almost all pupils.
- LEVEL B should be attainable by some pupils in P3, but certainly by most in P4
- LEVEL C should be attainable in the course of P4 - P6 by most pupils in P5
- LEVEL D should be attainable by some pupils in P5 - P6, but certainly by most on P7
- LEVEL E should be attainable by some pupils in P7 - S1 but certainly by most in S2
- LEVEL F should be attainable, in part by some pupils, and completed by a few pupils, in the course of Primary 7 to S2

LANGUAGE

Language consists of four main features: reading, listening, talking and writing. These are developed throughout the school.

Reading

At the infant stage much time is spent on the teaching of reading and general language work. Since reading is the basis for the learning of many other skills it is greatly encouraged. The school has an excellent selection of reading materials and all pupils are encouraged to read library books. The Library Van visits the school every third Thursday. It is hoped that parents will take an interest in their child's reading material and help promote good reading habits.

Listening

Listening skills are developed in a variety of ways such as listening to stories, instructions, audio tapes and each other. The importance of listening carefully is always stressed. It would be helpful if parents could also support the development of this skill by listening to their child and having their child listen to them, listening to radio and television programmes together.

Talking

Pupils are encouraged to speak clearly and fluently, and to communicate their ideas, experiences and feelings. Talking skills are developed through programmes of study throughout the school. Again parents can encourage this by asking their child to talk about what they did in school and what books they are reading.

Writing

Fluency and the ability to communicate ideas, experiences and feelings are developed when it comes to writing. This is done through a variety of types of writing e.g. stories, descriptions, reports etc. At the same time knowledge about our language i.e. grammar, spelling, punctuation is also developed. A writing programme is taught throughout the school to support pupils in the various forms of writing and language skills.

Throughout the four areas, reading, listening, talking and writing, the mass media, computer, drama and poetry all help with the overall development of language. Early Literacy strategies are also implemented to ensure that pupils at the early stages acquire the necessary language skills.

It is hoped pupils will become aware of the importance of language, develop confidence and pleasure in their own use of language and understand the structures and make-up of language.

HIGHLAND LITERACY PROJECT

For the last session all staff have been involved in training through the Highland Literacy Project. This involves focussing on the methodologies employed in the teaching and learning of reading. It makes the connection between reading and writing and there is a strong emphasis on talking and listening. As pupils progress through the primary school, they are taught to become increasingly independent readers through the use of collaborative learning.

Collaborative learning or co-operative small group learning, is carried out in 'pairs' or 'trios' and is used to organise classroom activities. Pupils interact with each other and learn from each other as well as from the teacher and the world around them.

This project will continue into next session and is a priority in the school Improvement Plan.

MATHEMATICS

In Mathematics the school aims to help pupils understand the nature of mathematics, acquire skills, understand concepts, facts and techniques and develop confidence, enjoyment and an enquiring mind. Mathematics, both mentally and in written form, provides opportunities for learning across the curriculum as well as its own opportunities for learning.

The need to count, calculate and measure mentally and in written form, is present in everyday life such as playing games, reading timetables and buying food, thus putting mathematics into a meaningful context i.e. showing links with other areas of learning and its relevance to real life situations is important. Parents can help by playing number games, counting items, comparing prices and weights of goods in a supermarket.

At the infant stage much mathematical learning is done through practical work e.g. sorting, measuring, weighing and recognising shape and pattern. As pupils progress the concepts of addition, subtraction, multiplication and division are developed and applied in measurement of all kinds and in problem solving. As well as number work the pupils are involved in practical investigations relating to weight, measurement, shape, symmetry, patterns and graphs. These practical investigations help pupils relate mathematical skills to every day living.

Pupils use calculators when specified in the course material but only after mastering calculating skills and methods. Pupils also use the computer to help introduce, develop or reinforce skills.

ENVIRONMENTAL STUDIES

Environmental Studies help pupils to develop an understanding of the environment near and far, past, present, and future and how people and the environment are interdependent, one directly affecting the other. Skills such as observation, recording, deduction, evaluation, investigation, reference, manipulative and language are developed, as well as qualities such as imagination, creativity and aesthetic awareness. Work is based on first hand experience, where possible, but also through various aids such as television, books, talks by visitors and Computer technology. Environmental Studies covers History, Geography, Science, Language, Mathematics, Expressive Arts and Technology. A programme of work is developed so that as pupils progress through Primary school, they receive a balance in each subject.

Environmental Studies provide excellent opportunities for the pupils to gather their own information with help of the immediate family, the extended family, public libraries, internet, etc. Thus, parents should take an interest in the projects pupils study and help them, where possible, to gather information e.g. books, old photographs and talking to friends and relations.

EXPRESSIVE ARTS

Expressive Arts covers four main areas: Art and Design, Drama, Music and Physical Education.

Art

Artistic skills and techniques are taught by the class teacher, following a Programme of Study based on the Borders Art Programme. Drawing, painting, printing, collage, 3D Form and Fabric work are developed from Primaries 1 to Primary 7.

Music

There is an excellent selection of musical instruments available to pupils. Instrumental tuition in recorder, keyboard, guitar and violin is available mainly to the older children and the violin tutor visits every Wednesday morning.

Drama

Throughout the year, the school takes advantage of any drama performances or workshops taking place in the area. This enhances children's appreciation of language as well as their appreciation of the performing arts. Basic drama skills, mime, role play and various scenarios are taught throughout the school from lessons based on the Strathclyde Drama Programme. A concert, usually every second year, provides an additional opportunity for pupils to display their drama skills.

Physical Education

Games, dance and athletics are taught by the PE specialist, who comes to the school every Friday morning. Swimming is also part of the PE programme the class participates in swimming lessons from the local Swimming Pool Staff. During the winter months, the pupils have the opportunity to go skiing. Weather permitting, the pupils are also able to take part in local 'walks' as part of their PE programme.

Expressive Arts plays an important part in pupils' development. It encourages the exploration of values and fosters imagination and creativity.

RELIGIOUS / MORAL EDUCATION

Lady Lovat Primary is a non-denominational school and its curriculum for Religious Education is based on Christianity with additional time for Other World Religions.

To provide for the denominational aspects of Christianity the local Clergy visit the school when possible. All other Religious Education lessons are taught in class as part of the Religious Education programme.

Parents have the right to withdraw their child from R.E lessons. If they wish to do so, then a written request should be submitted to the Head Teacher.

HEALTH EDUCATION

Health Education is taught as a discrete subject and follows the Highland Council programme of study. The components include health, relationships, being safe in the environment, drug education and sex education. In the various areas of learning the children will be made aware of the positive and negative aspects of health.

Sex education forms an integral part of this subject. It is important that children should be well prepared in advance about the physical and emotional changes that take place in their lives. The school utilises the series 'Living and Growing' and parents are consulted prior to the start of this programme being implemented. The materials being used are available for parents to view. The School Nurse, Mrs Eilish MacLellan, delivers part of this programme to the pupils in P6 and P7.

The school gained 'health promoting' status and various initiatives have been implemented eg fruit and vegetables for infants, teeth brushing programme, healthier playtime snacks. A School Nutrition Action Group (SNAG) has been set up and is active in promoting healthy issues.

PERSONAL AND SOCIAL DEVELOPMENT

This particular subject permeates the whole school curriculum. It addresses issues relating to relationships and behaviour. Circle Time concentrates on these issues and pupils are encouraged to discuss how they feel, think and act in various situations.

INFORMATION AND COMMUNICATIONS TECHNOLOGY (I.C.T.)

This technology is being integrated into all curricular areas and members of staff have been trained to maximize its full potential throughout each subject areas. The pupils have access to e-mail and the internet. The school has a desktop PC in the classroom and each pupil has a laptop. This equipment has recently been upgraded. Staff and pupils also have access to two interactive whiteboards with projectors. Video cameras and digital cameras are also available for staff and pupil use.

LEARNING SUPPORT

The Learning Support specialist works alongside the class teacher to help pupils of all abilities. All children may experience some difficulties in learning from time to time and the additional support of the Learning Support specialist will help them to overcome these. On occasion, additional support can be sought from the Special Educational Needs Support

Service, the Behaviour Support Service and the Schools Psychological Service. Parents will always be informed and invited to discuss the matter if it is felt that their child needs extra assistance.

TEACHING OF A MODERN LANGUAGE - FRENCH - FRANCAIS

All pupils in Primaries 4 - 7 receive lessons in the French language. The classes follow a programme which has been carefully planned utilising the 5-14 guidelines for French in the Primary School. This programme is aided by books/CD's/software and the benefit of lessons with a fluent French speaker.

ASSESSMENT

Assessment is carried out mainly by day to day observation on the part of the class teacher. At times, however, specific written or oral assessment will take place to establish how much knowledge and understanding a pupil has in a particular topic. Skills in Environmental Studies, Science and Technology are also assessed. National testing is carried out in Mathematics and Language when the class teacher feels the pupil has achieved a certain level (A - F) in these subjects. All test results are strictly confidential and only parents, the pupil and teachers will have access to them. Assessment evidence is contained in an individual pupil assessment folder which is updated throughout each stage.

Parents are kept informed of their child's progress through Parents' Days which are held twice a year, in November and April. Written reports are sent to parents in April before Parents' Day so that parents and teachers are in a position to discuss any relevant points that may arise and discuss future action. An appointment system is in operation where each set of parents is allocated 15 minutes. Should this time be insufficient then another appointment can be arranged for a later date.

Parents who are concerned about their child's progress are welcome to contact the school and arrange a meeting with the class teacher. An additional 'surgery' on the last Thursday of each month from 3.30pm - 4pm is in operation. Parents are welcome to make an appointment to see the Class Teacher/Head Teacher about any particular aspect of their child's schooling.

HOMEWORK

Homework is a very important part of a pupil's education and help from parents is greatly appreciated. Parents are encouraged to supervise and help with homework and thus share in their child's education. Each pupil has a 'Communications Diary' which contains specific homework, parents' comments and teacher's comments. Parents are encouraged to use this as an extra means of communication between school and home.

Primary 1-3 homework helps to consolidate classroom work especially in reading and mathematics. Other aspects of the curriculum are also included eg Language and Environmental Studies.

In P4-7 particular attention is paid to all aspects of language, mathematical extension work and tasks associated throughout the curricular areas.

Parents' cooperation with homework is of immense benefit to their children and their efforts are greatly appreciated.

EXTRA CURRICULAR ACTIVITIES IN SCHOOL

- All pupils attend the Lochaber Music Festival and compete in at least one event. Parents are encouraged to attend the Festival, if possible, to give support to all pupils.
- Examples of pupils' handicrafts are exhibited at the Lochaber Agricultural Show and also the Road to the Isles Agricultural Show.
- A school outing takes place in June and it is usually of educational benefit.
- The Christmas Party is held near the end of the Christmas Term.
- A Concert, when possible, is also held at the end of the Christmas Term.
- Carol Singing throughout the village for both pupils, parents and members of the local community takes place during the last week of term.
- Pupils provide entertainment for residents of the community at the Christmas Lunch for senior citizens and the MacKintosh Centre.
- Music Lessons through Feis - in tin whistle and Gaelic song.
- Tuition in violin from Harriet Bovingdon, the violin tutor
- Pupils enter the Lochaber Cross Country race and the Lochaber Triathlon
- Football training takes place in the school during the Thursday lunch hour
- Pupils have the opportunity to take skiing lessons at Nevis Range
- A skiing weekend at Loch Insh (near Aviemore) is also on offer

Children between the ages of 5 and 16 spend only 15 per cent of their lives in school. Parents, carers and family members can help children improve their chances of success by not only supporting what they learn at school but also by encouraging them to learn outside of school hours.

Many out-of-school learning activities are available in school settings, but others may be held in libraries, swimming pools and Community Centres.

Out-of-school learning activities promote learning, healthy lifestyles and fun outside of normal school hours, in a safe and stimulating environment.

- **OUT OF SCHOOL EVENTS:**
 - ❖ **Mondays**
 - Netball practice in Mallaig Primary School (girls)
 - Beavers in Mallaig High School
 - ❖ **Tuesdays**
 - Football Practice in Arisaig Hall
 - Swim training at Mallaig and District Swimming Pool
 - Gymnastics at Mallaig High School on Tuesdays
 - Circuit Training in Mallaig District Swimming Pool
 - ❖ **Wednesdays**
 - Ship Shapes in the Church of Scotland Hall
 - Karate Club in Mallaig & Morar Community Centre
 - ❖ **Thursdays**
 - Street Jazz Dancing in Mallaig High School Hall
 - Cubs in Mallaig High School Hall

❖ Fridays

- Rookie training (Junior life saving) in Mallaig and District swimming pool

Music tuition in keyboard, chanter, tin whistle, guitar, fiddle and clarsach is available in the local schools and the community centre.

CURRICULUM FOR EXCELLENCE

The 5-14 Curriculum will be gradually replaced in schools by the new Curriculum for Excellence (3 – 18 years). The new curriculum will enable all young people to understand the world we live in, reach the highest possible levels of achievement and equip children for work and learning throughout their lives.

The aim of the new curriculum will be to:

- create a single, coherent, Scottish curriculum 3-18, with space for children to achieve and teachers to teach.
- enable all young people to become successful learners, confident individuals, effective contributors and responsible citizens.

The starting point for this process of change is a set of values which should underpin policies, practice and the curriculum itself.

Wisdom, justice, compassion and integrity : the words which are inscribed on the mace of the Scottish Parliament. It is one of the prime purposes of education to make young people aware of the values which Scottish society is based on and so help them to establish their own stances on matters of social justice and personal and collective responsibility. Young people therefore need to learn about and develop these values. The curriculum is an important means through which this personal development should be encouraged.

The purpose of this new curriculum is an aspiration for all children to be **successful learners, confident individuals, responsible citizens and effective contributors** to society and at work. By providing structure, support and direction to learning, the curriculum should enable them to develop these four capacities. The curriculum should complement the important contributions of families and communities.

DISCIPLINE

A high standard of behaviour is expected of all pupils during their school day. As soon as a child starts school he/she is encouraged to act responsibly and with consideration towards everyone he/she meets in and outside school. In order to encourage sensible behaviour pupils follow the 'Golden Rules' during class time and playtimes. Copies of these are displayed throughout the school.

Golden Rules

Do be gentle	Do not hurt anybody
Do be kind and helpful	Do not hurt people's feelings
Do work hard	Do not waste your or other people's time
Do look after property	Do not waste or damage things

Do listen to people	Do not interrupt
Do be honest	Do not cover up the truth

There is a 'house' system set up for all pupils. As an incentive 'house' points are awarded for best behaviour, improving school work, neat work presentation, kindness to others etc. There is a trophy for the winning 'house' which is presented at an end of session ceremony. Certificates are awarded each month to pupils who have tried their best to improve in work, behaviour and adhere to the 'Golden Rules'.

The above incentives promote a thoughtful and positive attitude to school and the community.

If particular discipline problems arise of a persistent nature, parents are contacted and meetings set up to discuss a positive way forward to help pupils overcome their behavioural difficulties.

HEALTHCARE

Should the School Doctor or Health Visitor wish to see a pupil, parents are advised by letter.

If the School Dentist visits the school, parents are informed if a pupil requires treatment. Parents then have the option of allowing this treatment to be carried out by the school or family dentist.

The Speech Therapist will visit the school when requested by teaching staff. Parents' permission is sought prior to any appointments.

CHILD PROTECTION

From time to time incidents can occur in the school setting which cause concern and could indicate that a child is suffering from some form of abuse.

In terms of highland Child protection Committee Inter-Agency protection Guidelines, Education service staff must report such incidents to Social Work Services which can lead to joint Social Work/Police investigation.

All agencies involved in Child protection are obliged to make the welfare of children their paramount consideration and this will be the priority for Education staff.

More information about Child Protection procedures within Highland can be obtained from the Child protection Development Officer, Mrs Susan MacLaren, Highland Child protection Committee, Kilmylies Building, Leachin Road, Inverness IV3 8NN - Telephone (01463 703483) Fax (01463 713237)

ATTENDANCE

Attendance figures are now published for each school and absences have to be forwarded to the Scottish Office in Edinburgh. If a pupil is absent from school a letter or telephone call is necessary to explain the absence from school. Where there is no explanation then the absence will be recorded as 'unauthorised'. If any absence is likely to extend into a second week, parents should notify the school.

Pupils who have a medical or dental appointment should show their appointment card to the class teacher.

Should any pupil become unwell while in school, parents will be contacted by telephone. Both the Health Visitor and local GP are available in case of emergency.

SCHOOL MEALS

School meals are available to all pupils. The cost at present is £7.75 per week and this is collected on the first day of the school week by the Dining-room Assistant. Lunch money should be sent in an envelope with the child's name and class clearly marked on the front.

Please note that pupils taking packed lunches must bring their food and beverages in plastic containers clearly marked with the child's name and class. Drinks should be in unbreakable containers. Please do not send fizzy drinks as they can be shaken and 'burst' on opening.

There is also a volunteer dining room helper to oversee dinners and packed lunches.

Any parents in receipt of Income Support are entitled to free school meals. Application Forms for free school meals are available from the school office or the Area Education Office in Fort William.

SCHOOL TRANSPORT

Pupils living outwith the village of Morar ie Rhubana View, Bracara.....are transported to school by car. If your child is going to be absent from school, please contact Mrs M MacDonald (01687 462069) before 8.15am. Application forms for transport are available from the school.

SCHOOL SECURITY

Main entrances will be locked while classes are in progress and access will be gained by ringing the bell at the main reception area. All doors can be opened quickly and easily from the inside. These doors are also the fire escape exits. The security works on a timer which allows doors to remain open at specific times of the day.

EARLY / EMERGENCY ARRANGEMENTS

Parents are always contacted before children are sent home early. In cases where parents may not be at home the emergency contact name will be informed. No child is dismissed early unless the Head Teacher is satisfied that there will be an adult awaiting him or her.

The school has an emergency procedure in place should there be a major incident which might require the evacuation of the school. Parents will be informed immediately and our reception centre will be the Morar Garage.

In severe weather conditions the school may also require to be closed. The Adverse Weather Guidelines issued by the school should be carefully adhered to under such conditions. There is also a Telephone messaging service which will announce school closure and parents can access this by ringing the Highland Council on 0870 054 2999 and entering the school's own pin number 04 2460.

A new winter website has developed and parents will be able to log on from home in order to access school closure information. www.winter.highlandschools.org.uk - click on the relevant geographical area for local school closure information.

SCHOOL WEBSITE

School information is also posted on the school website www.ladylovat.highland.sch.uk

SCHOOL FUND EXPENDITURE

The School Fund covers mainly extra curricular activities eg fees for music festivals, school outings, visiting shows and any other school centred projects.

Fund raising takes place throughout the year and parents and community greatly support these activities. The Parent Forum is very active in this field and has raised substantial funds for Christmas gifts, parties and equipment for the school.

LADY LOVAT SKI ASSOCIATION CLUB

The Parent Forum applied for a grant from 'Awards for All' and was very successful. They were awarded £10 000 towards the purchase of ski equipment, ski clothing, ski lessons and ski trips. The Lady Lovat Primary Ski Association was formed for the benefit of pupils, parents and members of the community.

PARENT FORUM

The School Board system was replaced by the Parent Forum in August 2007. All parents are members of the Forum and can attend all meetings.

A Parent Council was elected and the members are as follows:

Office bearers: Mrs Jennifer Campbell (Chairperson) Mrs Ann Macnaughton (Secretary)
Mrs Julie Bryce (Treasurer)

Non- office bearers: Mrs Angela Cunningham Mrs Katie Nicolson

The role of the Parent Council will be to:

- support the school in its work with pupils
- represent the views of all parents
- encourage links between the school, parents, pupils, pre-school groups and the wider community
- report back to the Parent Forum.

The Parent Council hope to meet once each term and all parents will receive minutes of these meetings.

VISITORS

The school encourages visitors who may have skills, expertise or experiences which might be beneficial to our children. They are welcome to share these with us. Mrs Cathie Stewart is a regular visitor for 'Pancake' day and 'making cards' for Christmas, Father's Day and Mother's day. Mrs Corson also visits the school to teach knitting to the pupils.

TRANSFER TO HIGH SCHOOL

All pupils normally transfer to Mallaig High School at the end of Primary 7. During the Summer term before transfer the pupils visit the High School to familiarise themselves with the layout. They meet teachers and have the opportunity to ask questions. The Deputy Head, Mr John Fisher, visits the school to interview the pupils who are transferring to discuss

any concerns and questions that may arise. Discussions with the Primary 7 class teacher takes place to ensure that all aspects of pupils' work and personality are known to enable a smooth transfer to the High School.

During the month of June, the P7 pupils go to the Outward Bound Centre at Locheilside, where they participate in team building activities. This has proved to be a very successful venture.

MONTHLY NEWSLETTER

Matters pertaining to the school are reported in a monthly newsletter which is issued to parents, Parent Forum members and the Morar Community Council Secretary. The newsletter contains reports on forthcoming events as well as reminders of holidays, in-service days and any other information relevant to the school.

ENROLMENT

An enrolment week in February is advertised in the local press and monthly school newsletter. Parents who wish to place their child in the school are welcome to visit the school prior to enrolment.

NEW ENTRANTS

Close liaison with the Nursery in Mallaig Primary School enables the class teacher from Lady Lovat Primary to become knowledgeable about the children who will be coming to the school. The new entrants will visit the school in June for a week to become familiar with the general layout and meet the other pupils in the school. They are given a very warm welcome by their class mates and the older pupils look after the younger ones.

WELCOME

The staff and I would like to welcome all parents and their children, particularly those new to the school. We hope that all children will be happy at Lady Lovat Primary and that all parents will feel welcome when they visit the school. An 'Open Door' policy is operated so please do not hesitate to contact the school should you have concerns regarding your child.

Attachments:

- **Our school absence record compared with local and national levels**
- **Running costs of the school**

INFORMATION FOR PARENTS 2008 PRIMARY SCHOOLS

School: Lady Lovat Primary School	Id No.: 270 - 5134625
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Budgeted Running Costs For Financial Year 2008-2009

School Roll at September 2007	10
Total School Running Costs at April 2008 (£)	90,075
Cost per Pupil (£)	9,008

Attendance And Absence For School Year 2007/2008

	Stage								
	P1	P2	P3	P4	P5	P6	P7	P1-7	
Total Number of Possible Attendances(Pupil Half Days)	**	**	**	**	**	**	**	**	4,044
Percentage Authorised Absences	**	**	**	**	**	**	**	**	0.8
Percentage Unauthorised Absences	**	**	**	**	**	**	**	**	0.0

Minimising Overall Absence

	Absence recorded (2006/2007) Average number of half days absence per pupil	Absence recorded (2007/2008) Average number of half days absence per pupil
Absence	10.1	3.0

Where schools have 9 openings per week, please note that all local authority and national figures are based on 10 openings per week, and so are not directly comparable.

INFORMATION FOR PARENTS 2008 PRIMARY SCHOOLS

Education Authority: Highland

Budgeted Running Costs For Financial Year 2008-2009

School Roll at September 2007	17,029
Total School Running Costs at April 2008 (£)	60,594,613
Cost per Pupil (£)	3,558

Attendance And Absence For School Year 2007/2008

	Stage							
	P1	P2	P3	P4	P5	P6	P7	P1-7
Total Number of Possible Attendances(Pupil Half Days)	823,218	879,569	901,186	901,018	1,019,376	986,524	958,200	6,469,091
Percentage Authorised Absences	4.6	4.2	3.9	3.8	3.8	3.9	4.1	4.0
Percentage Unauthorised Absences	0.4	0.5	0.4	0.5	0.5	0.4	0.5	0.5

Minimising Overall Absence

	Absence recorded (2006/2007) Average number of half days absence per pupil	Absence recorded (2007/2008) Average number of half days absence per pupil
Absence	17.1	17.1

INFORMATION FOR PARENTS 2008 PRIMARY SCHOOLS

National Data

Budgeted Running Costs For Financial Year 2008-2009

School Roll at September 2007	372,265
Total School Running Costs at April 2008 (£)	1,352,956,701
Cost per Pupil (£)	3,634

Attendance And Absence For School Year 2007/2008

	Stage							
	P1	P2	P3	P4	P5	P6	P7	P1-7
Total Number of Possible Attendances(Pupil Half Days)	18,444,479	19,145,177	19,526,465	19,941,323	20,669,987	21,017,565	21,092,362	139,837,358
Percentage Authorised Absences	4.3	4.1	3.8	3.8	3.7	3.7	3.8	3.9
Percentage Unauthorised Absences	0.9	1.0	1.0	1.0	1.0	1.0	1.0	1.0

Minimising Overall Absence

	Absence recorded (2006/2007) Average number of half days absence per pupil	Absence recorded (2007/2008) Average number of half days absence per pupil
Absence	18.0	18.6