

CONTENTS

- Aims of the School
- 1.0 Plan of the School**
- 1.2 Introduction
- 2.0 The School / Staff**
- 2.1 Visiting Specialists
- 3.0 School Hours**
- 3.1 Attendance
- 3.2 Absences
- 3.3 Transport
- 3.4 Withdrawal from School
- 4.0 Aims of the School**
- 5.0 Holiday Dates 2009/2010**
- 6.0 Updating of Information**
- 6.1 Emergency Closure
- 6.2 Information Circulars
- 7.0 Educational Methods**
- 7.1 The Curriculum
- 7.2 Assessment
- 7.3 Pupils' Progress
- 7.4 Homework
- 7.5 Religious Education
- 7.6 Behaviour
- 7.7 Bullying and Racism
- 7.8 Discipline
- 7.9 Partners in Education
- 7.10 Other Professional Help
- 8.0 Uniform**
- 8.1 Tuck Shop
- 9.0 School Meals**
- 9.1 Packed Lunches
- 9.2 Free Meals
- 10.0 Safety**
- 10.1 Accidents
- 11.0 Gaelic**
- 12.0 Extra-Curricular Activities**
- 12.1 Sports and Recreation
- 12.2 Parents in School
- 12.3 Parent Council
- 13.0 Budgeted Running Costs**
- 13.1 School Fund
- 14.0 Child Protection**
- 15.0 Nursery**
- 15.1 Out of School Club
- 16.0 Conclusion**

Appendices

AIMS OF THE SCHOOL

Our Vision, Values and Aims

Vision Statement

This school aims to provide for the diversity of individual needs, which exists within any family or organisation, so that every pupil is afforded both opportunity and support in developing their capacities to optimum effect.

We aim to achieve these goals by providing a warm, nurturing and stimulating learning environment which meets the needs of all or learners, and by working in close partnership with parents, pupils and other agencies.

Aims

- i) To provide a rich, happy and secure environment where teachers, pupils and parents can work harmoniously together.
- ii) Through this environment, to foster a positive, caring attitude which promotes self-respect and respect for others.
- iii) To harness children's interests and provide pupils with opportunities to acquire and apply the knowledge and skills which they require for both co-operative and independent learning.
- iv) To provide a broad, progressive and inclusive curriculum, which takes account of the needs, aptitude and ability each individual child.
- v) To improve the health and well-being of pupils through the provision of a safe working environment and a stimulating curriculum aimed at providing pupils with opportunities to access a wide range of new experiences and challenges.
- vi) To contribute to the life of the local community by engaging in partnerships with parents, businesses, individuals and other agencies.
- vii) To ensure that everyone within the school community has opportunities to be successful in all aspects of school life and to celebrate their achievements.
- viii) To encourage understanding among pupils of how responsible attitudes and actions towards sustainability, will impact positively on the future of our world.

INTRODUCTION

The main function of this booklet is to assist you and your family to settle into the school environment with the minimum of disruption. I should like to assure you at the outset that my staff and I have the best interests of your child both academically and socially, foremost in our minds at all times. Nevertheless, to ensure success, it is vital that we have your active support and co-operation. Please remember, therefore, that the school is always open to you and the staff will be available to discuss any aspect relating to your child's wellbeing.

However, in the first instance you must report to the Head Teacher as, obviously, if your enquiry with the class teacher is of a nature that would require some time away from teaching, you must arrange an appointment for after the children have been dismissed.

2.0 THE SCHOOL

The school was opened in 1975 to accommodate children from the Broadford area, within an area specifically delineated by the Education Department.

There are four classrooms in the main school building and also a hall which serves as a dining room and P.E. area. An area adjacent to the hall serves as a resource centre and library. Also within the school perimeter is a large demountable unit which provides facilities for another two classrooms. The school roll presently stands at 111 with eight permanent members of staff. English Medium classes P1 / 2, P4/5 and P6/7 and Gaelic Medium class P4/5, are taught in the main building while Gaelic Medium P1/2/3 and 6/7 are in the demountable unit and English Medium P3/4 is in the Out of School Club building. Though all classes are composites and some pupils may be taught through the medium of English whilst others are taught through the medium of Gaelic; it is important to note that the school operates at all times as a single unit.

Parents may choose to register children for either English Medium or Gaelic Medium education. Children entering G.M. at Pr. 1 do not need to be native or fluent Gaelic speakers as time will be taken to ensure that children acquire the language successfully before moving on in the curriculum.

The permanent members of staff are as follows:

Head Teacher	Mr J G Wyness
Class 1 / 2e	Mrs R. McCartney
Class 3/4e	Mrs A. Finlayson and Mrs H. Beaton
Class 4/5e	Mrs S. MacLennan
Class 6/7e	Mrs H. Morrison
Class 1/2/3g	Mrs P. Anderson
Class 4/5g	Miss H. White
Class 6/7g	Mrs B. Smith

The school also has a Nursery catering for 3 and 4 year-olds which opened in June 2001. The Nursery roll currently stands at 25 pupils with separate sessions conducted in both English and Gaelic.

The nursery assistant is Mrs. A. MacAskill who is assisted by Mrs J.Dougan and Mrs H. Probert.

2.1 VISITING SPECIALISTS

There are a number of specialists who attend the school, mostly on a day-a-week basis. The subjects taught by specialists are:

Music	:	Every Tuesday afternoon (Mr J. Moore)
Art	:	Tuesday and Thursday (Mrs A. MacVicar)
P.E.	:	Monday (Mrs J. McGuire) Tuesday (Mr J. MacKenzie)
Assembly	:	Friday a.m.
School Chaplains	:	Rev. Dr. B. Johnstone, Rev. J. Urquhart, Mgr. J. McNeil and Dave Mockett
Gaelic Singing	:	Mrs K. Graham
Support for Learning	:	Mrs A. Campbell

Tuition in the following stringed instruments is available for pupils from Pr.4 to Pr.7 on Wednesdays: Violin, Cello and Clarsach. The teacher is Mrs M. Beeston. Instruction in chanter playing is available on Mondays, provided by Mr N. Stewart.

Auxiliary support is provided by Mrs A. MacKenzie and Mrs H. Probert. We also have the services of Mrs M. MacDougall and Mrs N. MacKinnon. The classroom assistants are Mrs A. MacKenzie and Ms S Culbertson. Mrs Ann Partington is the school secretary.

3.0 SCHOOL HOURS

The opening and closing times for pupils are as follows:

School Opens	:	9.00am
Morning Break	:	10.35am to 10.55am
Lunch Break	:	12.15pm to 1.15pm
School Closes for all pupils	:	3.20pm

There is a morning interval for everyone from 10.35 'til 10.55 and all pupils must remain within the school grounds unless permission to leave has been granted by the Head Teacher. Pupils in Pr. 1 – 3 may have an afternoon interval between 2.20pm and 2.40pm.

The same rule applies to all children who have lunch in school.

3.1 ATTENDANCE

Parents are responsible for their children's prompt attendance at school, as lateness not only disrupts the class, but it is also a bad influence on others. More important too is the fact that your child will be missing part of his/her education.

It is your legal duty to ensure your child's regular attendance at school and planned absences should be notified by a letter to the Head Teacher; return to the school after an unplanned absence should be accompanied by an absence note explaining the reason for the absence.

3.2 ABSENCES

There will be times when children will be absent due to illness or for family reasons. **To ensure pupil safety we ask that you should inform the school by telephone of this, as early as possible on the first day of absence.** In this way, both school and parents will know there is a good reason for children's absences and this will assist us in protecting the well being of pupils.

3.3 TRANSPORT

Transport to and from school is available to all children who live in Breakish, Lower Breakish, Heaste, Torrin, Luib, Moll and Corry or between and beyond any of these points and the school.

Children under the age of eight years who live **more than two miles** from the school are entitled to free transport as are children who are over the age of eight and live **more than three miles** from the school.

Parents must not expect children to give verbal notification to teachers that at the end of any school day, they are:

- Going with another child to that child's home.
- Being collected by an adult, other than their own parents or carers.
- Not going home, but going to the house of another person.

Schools are required to be vigilant in ensuring a safe journey between school and home. For this reason, unless the school is notified in good time, by telephone (preferred method) or by letter of changes in a child's home-going routine; we will assume that pupils who normally travel to school by school transport will do so, and pupils will not be released into the care of any adult other than their parent or carer.

Please Remember: Verbal notification of changes in routine given by children will NOT be accepted.

3.4 WITHDRAWAL FROM SCHOOL

As far as possible, private dental or doctor's appointments should be made outwith school hours. If this is not possible, you should 'phone or send a note intimating your intention to collect your child for the said appointment.

No pupil will normally be allowed to leave the school unless accompanied by an adult, that is, the parent or their nominated representative.

We realise that due to the nature of parents' work it is often difficult to have holidays at the same time as the school vacations, however, children who are out of school are children who are missing education and the view of the Scottish Executive Education Department is that **holidays taken outwith the scheduled breaks will be regarded as unauthorised absences and that the school will not supply schoolwork or homework for pupils to complete during such absences.**

4.0 AIMS OF THE SCHOOL

This school aims to provide for the diversity of individual needs, which exists within any family or organisation, so that every pupil is afforded both opportunity and support in developing their capacities to optimum effect.

We aim to achieve these goals by providing a warm, nurturing and stimulating learning environment which meets the needs of all or learners, and by working in close partnership with parents, pupils and other agencies.

- ix) To provide a rich, happy and secure environment where teachers, pupils and parents can work harmoniously together.
- x) Through this environment, to foster a positive, caring attitude which promotes self-respect and respect for others.
- xi) To harness children's interests and provide pupils with opportunities to acquire and apply the knowledge and skills which they require for both co-operative and independent learning.
- xii) To provide a broad, progressive and inclusive curriculum, which takes account of the needs, aptitude and ability each individual child.
- xiii) To improve the health and well-being of pupils through the provision of a safe working environment and a stimulating curriculum aimed at providing pupils with opportunities to access a wide range of new experiences and challenges.
- xiv) To contribute to the life of the local community by engaging in partnerships with parents, businesses, individuals and other agencies.
- xv) To ensure that everyone within the school community has opportunities to be successful in all aspects of school life and to celebrate their achievements.
- xvi) To encourage understanding among pupils of how responsible attitudes and actions towards sustainability, will impact positively on the future of our world.

5.0 HOLIDAY DATES 2009/2010

Please note the following dates for the opening and closing of the school:

School opens:	Tuesday 18 th August 2009
School closes:	Friday 9 th October 2009
School opens:	Thursday 29 th October 2009
School closes:	Wednesday 23 rd December 2009
School opens:	Monday 11 th January 2010
School closes:	Thursday 11 th February 2010
School opens:	Thursday 18 th February 2010
School closes:	Friday 26 th March 2010
School opens:	Monday 12 th April 2010
School closes:	Friday 2 nd July 2010

The school will also be closed for the May Day holiday on Monday 3rd May 2010

6.0 UPDATING OF INFORMATION

Any change of home address should be immediately intimated as this could mean an opportunity to change schools if the new home is outside the area delineated for Broadford. **It is also vital that we are informed of any alterations in the Storm Address and the Emergency Contact Address that you are requested to supply.**

The Emergency Contact is used in the event of an illness or an accident befalling your child and our being unable to contact you. Although not necessarily so, the Storm Contact may be the same as the Emergency Contact. However, it is prudent to ensure that the Storm Address is in the vicinity of the home address and not in a far distant area for the obvious reason that this is where your child will be sent if it is necessary to close the school because of severe weather conditions, power cuts etc. and your not being at home.

6.1 EMERGENCY CLOSURE

If such circumstances should arise, the following procedure will be implemented by the staff.

- a. Inform each child of his/her Storm Address in case he/she cannot gain access to the family home.
- b. Send oldest child in family to the appropriate classes to collect younger siblings.
- c. Retain younger children until b above.
- d. As far as possible, contact the parents by telephone to advise them of the closure.
- e. Ensure that no child making their way home on foot leaves on his/her own.
- f. Immediately refer any difficulties to the Head Teacher

PLEASE REMEMBER: When asked for addresses and telephone numbers, it is unsafe, for your child's sake, to assume that there will always be someone at home as exceptional circumstances can, and often do decree otherwise.

6.2 INFORMATION CIRCULARS

You will be informed of any holidays or early closures as well as events on the school calendar either by newsletter or by *circulars*, which are issued from time to time.

If the Circular has a return slip on it, it is important that you sign it and return it promptly, as this is the only way that we have of knowing that you know what is going on.

7.0 EDUCATIONAL METHODS

Although teaching methods and content have probably altered greatly since your own school days, much emphasis is still placed upon the basic skills of reading writing and number work. As professionals, the staff may organise their classes in groups, but will continue to cater for the individual needs of the child to obtain maximum benefit for all concerned. We try to create an interesting and stimulating environment, which gives the child an opportunity to explore, understand and learn.

7.1 THE CURRICULUM

The curriculum of this school has been carefully designed to provide a continuous and complimentary learning experience from Pr.1 through to Pr.7. Mathematics and Language each follow a well-tried progression based on both commercially produced materials and teacher input.

Reading is taught throughout the school using the materials and methodology of the Highland Literacy Project. The link between reading and writing is maintained through activities arising from pupils' reading. Writing topics will also arise and be supported using Scholastic Writing Workshops and the North Lanark methodology.

The reading schemes currently in use in the English Medium classes are Oxford Reading Tree at all levels, plus additional graded fiction to provide breadth and variety.

Storyworlds is used in Gaelic Medium classes, supported by Gaelic texts from a number of sources.

At the total immersion stage classes P1g and 2g will spend a greater deal of their time engaged in aural and oral work than EM children. The purpose of this is to ensure their acquisition of the language before tackling reading.

When the class teacher judges that a child is ready, he / she will be introduced to reading in English.

Mathematics is taught through Scottish Heinemann Maths at all levels and in all classes with additional material in Gaelic and English being used to supplement the main texts.

School guidelines outlining policy for language and mathematics are available to parents on request.

Environmental Studies currently designed to cover all aspects of Social Subjects and Technology within a carefully constructed and progressive framework. The programme ensures that all pupils will have access to a varied and stimulating programme of study.

Personal Social Development/Health and Science are currently taught as discrete subject areas but the way the curriculum is presented will change substantially as elements of the Curriculum for Excellence are slotted in.

7.2 ASSESSMENT

In the main, our assessment strategy will be continuous and informal. Most assessment will be done by teacher observation and will not be recorded. Our intention is not to categorise children by their attainments, compare them with other children, or to rank them by their ability. Assessment is concerned with decisions about adapting day-to-day classroom provision to suit the needs of the class, the group and the individual. It is concerned with improving provision, apace with the achievements of each child and about deciding about when to move on and to

what topic. From time to time, short tests chosen or devised by the teacher, or from the National Assessment bank may be given to your child, administered at a level which the teacher considers appropriate to your child's stage of development at that time. The reason for this will be to verify that the teacher's assessment of your child's attainments is accurate and that his / her feedback to you is a true reflection of your child's achievements.

7.3 PUPILS' PROGRESS

Pupil progress reports are issued twice a year; a short report in November/December and a full report in June after which times parents will be invited to make an appointment with their child's teacher to discuss his / her progress.

The school operates an 'open door' policy and if there are any concerns at all, parents are encouraged to arrange discussion with class teachers at any time in the school year. If you should wish to discuss your child's progress, please telephone the Head Teacher, not the class teacher, and a mutually convenient appointment will be set.

7.4 HOMEWORK

Homework is given on a regular basis and any which has been set should be seen by parents to be completed neatly.

In the case of reading, parents should ensure that this is practised diligently and regularly, particularly where younger children are concerned. Any work sent home will be for practice and consolidation of material already taught in school.

7.5 RELIGIOUS EDUCATION

Moral and religious education is taught by staff on a non-denominational basis, using a variety of resources. The school chaplaincy is shared by the representatives of Christian faith in the parish and assemblies of the whole school, including the nursery, are held weekly, usually on Fridays.

Normally all children will receive moral and religious education but should any parent whose personal beliefs are in conflict wish to have their child withdrawn, please contact the head teacher, either personally or by letter, in order that an alternative activity may be arranged.

7.6 BEHAVIOUR

Pupils are strongly encouraged to behave in a courteous manner towards each other; move around the school in an orderly and controlled fashion; respect the feelings and possessions of each other and generally conduct themselves as thoughtful, caring members of society.

We trust that this will reflect your own principles and by co-operation we can strive towards a common goal.

7.7 BULLYING AND RACISM

In accordance with Highland Council policy, our school makes every effort to eliminate bullying and comments of a racist nature. In common with all schools, we realise that such incidents can occur. We remind parents that we encourage youngsters to report any concerns whatsoever about bullying or racist comments and that parents should not hesitate to contact us if they have any suspicions or concerns.

7.8 DISCIPLINE

Teachers are responsible not only for their own pupils' discipline but for every child in the school. Children who behave badly but may be required to complete additional work at home as may children who have failed without good reason to complete classwork within the time given to do so.

Exceptional bad behaviour may result in the withdrawal of extra-curricular privileges and the child being required to remain in the classroom at intervals and lunchtimes to complete work set by the teacher. In the case of persistent bad behaviour, parents will be informed in writing and invited to discuss the problem with the Head Teacher.

School policy outlining the guidelines on promotion of positive behaviour is available to all parents on request.

7.9 PARTNERS IN EDUCATION

Parents are important to schools.

As the child's first educator there is no reason why participation should cease when the child commences formal schooling. In Broadford we endeavour to encourage parents to assume an ongoing role from Nursery all the way through to Pr.7.

How can parents help?

At the early stages the assistance of parents with language development is essential. Parents should listen to and discuss their child's reading with them each evening and maintain this brief throughout the upper stages in Pr.4 to Pr.7. Homework is an integral part of children's learning and also provides ongoing feedback for parents.

Should a parent wish to enquire at any time about what is being taught or how; copies of the school policies and guidelines on the curriculum may be made available on request.

7.10 OTHER PROFESSIONAL HELP

Should we find it necessary for your child to have additional help through Learning Support, Speech Therapy, or assistance from the Psychological Service, you will be informed beforehand and invited to come to the school and discuss this with staff..

8.0 SCHOOL UNIFORM

With the agreement of parents, Broadford is a 'uniformed' school and all children are expected to wear a school sweatshirt. We also expect the children to be neat and tidy when they come to school and children **must not** be sent to school in jeans, track suits or similar attire. Girls may wear skirts or dark coloured trousers. A supply of sweatshirts is kept in school and if the desired size is not available, they can be quickly ordered.

The following is School Policy to which we expect all children to adhere.

- i) All children are expected to bring alternative footwear to be changed into at the school. (This can be gymshoes, slippers, or even 'indoor shoes').
- ii) For the sake of health and hygiene, gym shoes and shorts must be worn in all physical education sessions. A change of teeshirt will be useful too.
- iii) Children going swimming must take their bathing costumes with them and must not wear them under normal clothing.
- iv) NO jeans or tracksuits.

Please note:

- a) It is essential that all items of clothing are clearly marked or labelled, especially during the winter when items of protective clothing such as jackets, coats and wellingtons are so similar in appearance.
- b) An apron or overall (such as an old shirt) should be provided as it will help keep your child's clothing free from paint etc.

8.2 TUCK SHOP

Crisps, fruit juice, bottled water and snacks are sold daily in the school. The current cost of crisps is 35p and snacks 15p but this is subject to occasional changes. Fruit Juice is 50p per carton and bottled water 50p.

9.0 SCHOOL MEALS

Meals are prepared daily in the school canteen and at present cost £1.65 per day. Every effort should be made by parents whose children regularly take meals, to ensure that the full amount is brought to school **EVERY MONDAY**.

Where possible, pupils only having an occasional meal should do the same.

Pupils in classes 4 to 7 who are taking school meals will occasionally be asked to assist in the setting and clearing of tables. As the school hall is a multi-purpose area it is essential that the children work co-operatively in this. Broadford is a Health Promoting School and the canteen menus reflect this fact.

9.1 PACKED LUNCHES

Provision is made for children to consume packed lunches in the dining area or in classrooms. This arrangement is subject to their behaviour remaining of an acceptable standard. Children should not be sent to school with hot drinks and all other drinks must be in an unbreakable container.

9.2 FREE MEALS

Parents who are currently in receipt of Income Support, Income-based Job Seekers' Allowance, Child Tax Credit or Support under Part V1 of the Immigration and Asylum Act 1999 will qualify for free school meals. If you feel that you are in any of these categories, please feel free to contact us and we shall assist you in your application.

10.0 SAFETY

To avoid unnecessary accidents, pedestrians, i.e. pupils and parents alike **MUST** use the proper pedestrian entrances.

Pupils are forbidden from playing in the car parking areas but parents must nevertheless take particular care when collecting children by car.

Pupils must not be delivered by car to the school gate because this is dangerous, due to the mix of children and vehicles. Children arriving or being collected by car should be dropped off and collected at the Village Hall car park and enter and leave the school by the corner gate adjacent to the playing field.

10.1 ACCIDENTS

Minor cuts and bruises are dealt with by staff but any injury of a more serious nature is referred to the Medical Centre or the A & E Department at Broadford Hospital.

In either of the latter circumstances, parents will be contacted.

11.0 GAELIC

This school (Bun Sgoil an Ath Leathainn) is situated in an area in which Gaelic was once the predominant language and we therefore try to take whatever steps are reasonable to heighten pupils' awareness of their cultural heritage. This is achieved through the teaching of Gaelic songs, casual usage of the language and through bilingual signposting both inside and outside the school.

Pupils in English medium classes will also have access to Gaelic as a modern language.

Copies of this prospectus are available in Gaelic if required.

12.0 EXTRA-CURRICULAR ACTIVITIES

Depending on the interests and availability of staff, coaching may be provided at lunch time or after school in a variety of sports.

There is a school choir, an Eco-committee and homework club.

12.1 SPORTS AND RECREATION

In the absence of a proper gym hall, the school has access to the facilities of the Village Hall and there is a regulation size football / games pitch adjacent to the school area. The school has a wide range of modern computers available in all classrooms with associated educational and recreational software to which children may have access during and after school hours. Pupils also have controlled access to the internet.

During the school year all children will receive swimming lessons at Kyle Swimming Pool and we also liaise with the Active Schools Co-ordinator to arrange access for pupils to sporting and health promoting activities throughout the school year.

12.2 PARENTS IN SCHOOL

We are at all times pleased to hear from parents who can spare a morning or an afternoon to assist with the preparation of materials or even help with the supervision of children certain activities. If you wish to help please do not hesitate to get in touch.

12.3 PARENT COUNCIL

The school has an active Parent Council, elected by the Parent Forum of which all parents are members.

Parent Council members are as follows:-

Mr Brian Harper, Police House, Broadford	(822668)
Mrs Janice Dougtan, Mersey Cove, Torrin	(822878)
Mr Andy Law, 11 Kylerhea, Breakish	(01599 522384)
Mrs Liz Partridge, 29 Lower Breakish	(822405)
Joan Robertson, 17 Borreraig Place	(822834)
Fiona Grant, Mo Dhachaidhd, Heaste Road	(822321)
Mrs Pat Anderson, Broadford Primary School	(822453)
Mrs Hazel Morrison, Broadford Primary School	(822453)

13.0 BUDGETED RUNNING COSTS FOR FINANCIAL YEAR

Total budget expenditure for Broadford Primary School at April 2008:	£417,181
Cost per pupil:	£4,050

School Roll at September 2007: 103

Full statistics and details of attendances and absences for the year 2007 / 08 can be found in the appendices at the end of this prospectus.

13.1 SCHOOL FUND

The school has three funds which are operated separately; the School Fund, the Travel Fund and the Nursery Fund.

There will be a number of both specific and general money-raising events throughout the year to provide funds for the curricular extras such as theatre, orchestras, puppets and so on and also to provide funds to subsidise pupil travel. All funds are audited independently and parents will receive copies of the statements of account annually.

14.0 CHILD PROTECTION

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

In terms of Highland Child Protection Committee Inter-Agency Guidelines, Education Service staff must report such incidents to Social Work Services which can lead to a 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 Service staff.

More information about Child Protection Procedures within Highland can be obtained from the *Child Protection Development Officer, Highland Child Protection Committee, Kinmylies Building, Leachkin Road, INVERNESS IV3 8NN.*

Telephone: 01463 703483

Fax: 01463 713237

15.0 NURSERY

The school has two nurseries; Gaelic Medium and English Medium. Attendance is open to 3 and 4 year olds. Sessions are from 0900 to 11.30 and 12.50 to 15.20.

Each session is 2.5 hours long and Gaelic and English sessions alternate between mornings and afternoons, changing each term.

Further details are available from the school on request.

15.1 OUT OF SCHOOL CLUB

An out of school club (OOSC) operates in the school between 3.20pm and 6.00pm on weekdays and at various times during holiday periods. The club is operated by CALA (the Care and Learning Alliance) who charge a set fee for children taking advantage of the facility. Financial assistance may be available for families on income support.

16.0 CONCLUSION

I trust that you will find the information contained in this booklet to be useful.

It will of course be subject to change from time to time and these changes will be notified by circular.

If you require further information, not included in the brochure, please don't hesitate to contact me at the address below and I will be only too happy to help.

John G. Wyness
Head Teacher
Broadford Primary School
IV49 9AQ

01471 822453 Telephone
01471 822378 Fax
[*broadfordprimary@highland.gov.uk*](mailto:broadfordprimary@highland.gov.uk)

December 2008

APPENDICES