Rum Primary and Nursery School Handbook

Mrs Debs Ingram for the Highland Council

2021 - 2022

Handbook for Rum Primary and Nursery School
Isle of Rum
01687 462034

Please Contact: Debs.ingram@highland.gov.uk

Updated 11.19
Rum Primary School and Nursery Handbook

The current pandemic has affected the normal running of schools in many ways. This Handbook reflects the way the school usually runs but does not cover all of the changes that we have made because of the pandemic. Our arrangements have changed in many ways this session, and may well change again, depending on how the pandemic develops. For the most up-to-date information about any aspect of the work of the school, please make contact and we will be able to tell you about our current arrangements. For the latest information about how the pandemic affects children, young people and families across Scotland, please visit the Scottish Government website, which has helpful information about Coronavirus and its impact on education and children.

Information for Parents 2021-22

This information should be read in conjunction with web materials on the School and the Highland Council website. This will give a fuller picture for those who need the information.

Address:
Isle of Rum
Landline: 01687 462034
Clerical: 01687 462404 or 450282
Mobile: 07929123921 (only on mainland)
Email: Debs.Ingram@highland.gov.uk and Rum.Primary@highland.gov.uk
Website and school blog: www.isleofrumprimary.wordpress.com

Present roll: 2 (Primary) 1 (Nursery)

Staff:
Mrs Deborah Ingram: Head Teacher (acting) and Class Teacher.
Ms Jenny Taylor: Early Years Practitioner.
Ms Jenny Taylor: Facilities Manager and Cleaner
Vacant: Clerical
Mr Matthew MacDonald: HT release and Non-Contact cover Teacher.

Don Esson (Area Education Manager)
Fingal Centre
Portree
Isle of Skye
Tel: 01478 613 697

Steven Hamilton
Education (Quality Improvement Manager)
Camaghael
Fort William
Tel: 01478 613697
**Our Ethos**

“What we learn with pleasure we never forget.” – Alfred Mercier

Happy children enjoy school and will learn more and at a greater pace. Children who have high self-esteem respect the rights of others. Empathic children care for each other. These ideas are paramount at our school. We spend much time developing children's emotional intelligence to make them successful learners, confident individuals, effective contributors, and responsible citizens. We also teach them to read and love books and literature of all kinds, write to communicate effectively and to count and calculate so that the world makes sense and they can make reasoned decisions. In addition, we teach them to care passionately about the environment and their place within it.

*Time and Tide: Our natural environment is a rich source of learning experiences.*
The School day
For Primary Children, the school day starts at 9.00am and finishes at 2.30 for P1 to P3
P4 to P7 stay on until 3.30pm
In the first two weeks of school of P1 pupils stay until 12.30 only.
Nursery opening hours vary according to the Calmac ferry timetables.
Winter: Tuesday - 12.15 to 3.30
       Wednesday - 9.15 to 12.30
       Thursday - 9.15 to 12.30
       Friday - 9.15 to 12.30
Summer: Wednesday - 12.30 to 3.30
        Thursday - 9.00 to 3.30
        Friday - 9.00 to 3.30
Morning ‘Out and About’ time is 11 to 11.15, with a formal snack and circle time from 10.40 to 11 am.
Lunch is from 12.30 to 1.30

During these times Primary and Nursery children learn through play, together, outdoors, in the natural environment.

Absences
If your child will not be attending, you must contact us by 9.00 if at all possible. This is a matter of safety more than anything else.
Try the following:
  • Call on 01687 462034 or 01687 450282 or 01687 462404 and leave a message
  • Email: Debs.ingram@highland.gov.uk (for longer absences)
  • Put a few words in the communication diary
  • Write us a note.

As a dental appointment or other appointment will require an absence of a day or two because of travel and ferries, please let us know by one of the methods listed above. A conversation with the teacher or head teacher is also a good way to let us know but should be followed up by something in writing.

Illness
If your child becomes ill or has an accident while attending school we will contact you by telephone. If there is no reply, we will ring your emergency number. If your child is unable to attend school please telephone the school and leave a message with a staff member.
Our School follows Curriculum for Excellence, from Early level in Nursery through to Second level at the top of Primary School. There are various websites including Parent-zone, Learning and Teaching Scotland and the Highland Council pages that can provide much help and support. The curriculum is explained through our Parent interview sessions or informally if you ever have any queries. School staff are available to talk through questions, offer support or guidance or lend literature and resources.
The Nursery and Primary Classrooms are closely linked with children learning and sharing experiences where appropriate. With small numbers of children this is vital to the development of social skills, independence and empathy. It is also great fun!

Following children’s interests: Making a working bottle rocket to find out about forces during a topic on Space.

During a recent Care Inspectorate inspection, Rum Nursery was graded ‘Very Good -5’ (the highest level) in all areas. We provide rich experiences linked to children’s interests, much of it in the unique natural environment in which the school is set.

We encourage curiosity, independence, choice and responsibility and create learning through play experiences to develop these skills.

All children leave Rum School having achieved their best; having learned to swim, understand their local environment, grow their own food, read a map, cook simple nutritious foods from local sources and different cultures, follow and extend their interests and passions and find creative ways to be sustainable. We are active and interdisciplinary in our educative approach and use ICT in every aspect of learning. Children learn to enjoy and use a range of percussion instruments and sing together.

Our children learn to ask questions, find a range of ways to get answers and then decide how to present learning and how it can be used, as well as ways it can inspire them to find out more.
Primary Children preparing for a day visit to the Isle of Canna, which includes speaking to Calmac Staff in the ferry office in Mallaig.
Outdoor Education
We have PE as weather permits, in sessions through the week. We have running once a week or weather permitting. All children learn to map-read and respect the environment. All children participate in walks and beach cleans. All children go to ‘Seashore school’ sessions and the Head Teacher is Forest school qualified to the highest level.

Here, investigating the biodiversity of Canna House Orchard.

ICT
We have wireless access to the web and children can use this to access for their own research in class time and self-directed time. Children learn to use the Chrome equivalents of Word, Power-point and Excel as well as common web tools such as ED city and GLOW. They understand internet safety and possible threats as appropriate and use ‘swiggle’ as a safe search tool. All documents and account activity is monitored closely but discreetly. Each child has access to their own chrome book and they are skilled at creating shared documents and emailing within the ASG and with their teacher.

Religion
We respect all beliefs and none and deliver a course in comparative religion. Local Clerics from Mallaig visit school and may attend our events. Many pupils are broadly Christian, although we are a non-denominational school.
Learning at Home
Children receive regular, focused homework. This has various forms. P1 to P4 have reading or counting homework daily. P4 to P7 pupils have weekly homework as appropriate to get ready for learning, to reinforce or to practice concepts and skills learned. Reading is also a daily expectation; we have an exciting library of both fiction and non-fiction books, but children may have their own books to read, too. All children have access to Education City from school and if access to a computer, from home as well.

Behaviour Modification
The children have produced list of school rules. They are few in number. We use positive reinforcement by praising positive behaviour. However, there are sanctions, generally involving loss of privileges. If a child shows poor behavior, there will be a conversation between child and teacher, followed by a choice: return to activity showing appropriate behaviour or sit in a quiet place and reflect or calm down until appropriate behaviour can be shown. Violence and bullying are not tolerated and an immediate conversation and space to reflect will happen. Parents will be informed if their child is involved. Reasons are always given to children and this will be in the diary, discussed privately at home time, or emailed.

Our Policies
These are available in the school on request. There are many sources on the internet.

www.highland.org
Other sites of interest:
www.educationcity.com for Homework and activities (Children have access via given login details)
www.parentzone.org Things about education for parents
Google Ted for lectures of interest.
Google RSA for presentations on Learning.

Reporting and information for Parents.
The school produces a standards and quality report each year giving up to date information on aims and performance. This is sent out to all parents. The school holds regular PI sessions (Parent Information), and we offer sessions and consultations at mutually accessible times. Discussions and parenting advice can also be accessed through discussion with the Head Teacher.
**Uniform**

Our uniform is relaxed, white polo shirt and School logo green jumper or cardigan, available from our provider UES. Ask in school for the details of online ordering.

Parents are asked to provide t-shirt, shorts and Gym shoes for PE for hygiene reasons.

**Change of clothes and footwear**

It is advisable that younger children have a spare set of underwear/tights/socks/ trousers/leggings in the School for emergencies. It is essential children that change into different shoes inside the building and a pair of black gym shoes are ideal (slippers can be dangerous during physical education games). Please label all your child’s items of footwear and clothing.

We are outdoors as much as possible; please ensure your child comes to school with full waterproofs and in their wellies (winter or wet weather).

**School Meals**

Packed lunches must be provided from home as the school has no catering facility. We must know of any allergies in advance for any school baking and cooking that we cover throughout the year.

At Rum Primary and Nursery we all sit and eat our meals together. We organize the table settings and get ready together, with the children taking the lead. At snack time children are responsible for making toast and ensuring there are a range of acceptable, healthy spreads. We make our own jam and jelly from local fruits and these further enrich the experience. More formal meal times provide opportunities for conversations, turn taking and sharing, and together with clearing away afterwards, provide essential life skills.
Secondary Education

Most children transfer to Mallaig High School and stay in the school hostel facility. Transition is smooth with 'Small isles weeks' from P5, where children from all the Islands and Knoydart stay together in Mallaig and have a program of events to complement our island school's provision and foster strong relationships. Small Isles week in P7 involves staying in the hostel and joining all the other P7s from our ASG schools in Mallaig High for transition activities. This usually includes a first trip home on the school boat. There may be visits through the year and a weekend residential in March at an outward-bound Activity Centre.

Health Care and Additional Support

This comes in various forms.

- There are dental visits in P1 and P7.
- Speech and Language Therapy
- Lynn Donald provides support with visual needs.
- The local surgery from Broadford, Skye, provides day to day urgent needs cover.
- The school staff members are trained for emergency and remote location First Aid.
- There is an Educational Psychologist available through the region.
- Counselling is available for children, should it be needed.

Business Links

Please contact us if you have a business that would be willing to work in partnership with the school. Donations, ideas, energy and enthusiasm are all welcomed and have a positive impact in both the running of the school but also the children's education. Give us a call as well if you have any comments or suggestions for improvement. We currently work with MOWI fish farms, the NTS on the Isle of Canna, the Isle of Rum Community Trust and SNH.
Primary School arrangements for openings and closures for 2019-2020 are as follows:

<table>
<thead>
<tr>
<th>Term</th>
<th>School Opens</th>
<th>School closes</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Tuesday 20th August 2019</td>
<td>Friday 11th October 2019</td>
</tr>
<tr>
<td>2</td>
<td>Monday 28th October 2019</td>
<td>Friday 20th December 2019</td>
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<tr>
<td>3</td>
<td>Monday, 6th January 2020</td>
<td>Friday 14th February 2020</td>
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<tr>
<td></td>
<td>Thursday 20th February 2020</td>
<td>Friday 27th March 2020</td>
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<tr>
<td>4</td>
<td>Tuesday 14th April 2020</td>
<td>Thursday 7th May 2020</td>
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<tr>
<td></td>
<td>Monday 11th May 2020</td>
<td>Thursday, 2nd July 2020</td>
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Regional Closures:
- Monday 19th August 2019 (in-service),
- Monday 16th & Tuesday 17th September 2019 (in-service)
- Thursday 21st and Friday 22nd November 2019 (in-service)
- Monday, 17th, Tuesday 18th & Wednesday 19th February 2020 (19th in-service only),
- Friday 8th May 2020 (public holiday), Monday 1st June 2020 (in-service day)

These may be subject to change and up to date information and changes can be found here:

https://www.highland.gov.uk/info/878/schools/32/school_term_dates
Early closure
Should the School need to close earlier than normal you will be contacted by telephone or email if prior warning has not been given out. The emergency agreed cascade for contact will be telephoned if there is no reply at your home number. Children will not be permitted to leave the School without being in the care of a designated adult. Please ensure you always keep the School Staff/Office up to date with your telephone number and your emergency contact.

Adverse weather
As an island of the Inner Hebrides group of The Small Isles, Rum often experiences extreme weather.

The adverse weather line is contactable by all parents using the number below. In poor weather conditions the head teacher will email or ring you and leave information on the site. The school is normally open but it's always worth checking before you leave for the school.

Adverse Weather line: 0800 564 2272 followed by pin number : 041430

Further Information
On request the full curriculum outline including subject areas can be obtained from the school office or Head teacher.