



St Fillan's Primary School and Nursery Class



SCHOOL HANDBOOK
2023-2024



WELCOME TO OUR SCHOOL



'Welcome to our school community'

Welcome to St Fillan's Primary School and Nursery Class. We are delighted that you have chosen to send your child to our school. This year's handbook contains a range of information that you might find helpful. Please do not hesitate to contact the school or check the school website or twitter page if you need more information.

We hope that the handbook gives you a glimpse of life at here in St Fillan's Primary School. We look forward to having you and your child work with us and hope that this will be the start of a strong partnership.



Mr Brian Bourke, Headteacher

Last Update September 2023

Contact Details: St Fillan's Primary School and Nursery Class

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X (formerly Twitter): [@stfillansps](https://twitter.com/stfillansps) and [@stfillannursery](https://twitter.com/stfillannursery)

Website: www.st-fillans-pri.glasgow.sch.uk (currently under review)

Our Vision

St Fillan's Primary School's vision is one built on Love and Respect, Integrity, Faith and Excellence. Our school endeavours to provide a high quality education experience for all pupils in a nurturing environment based on Gospel Values. The whole school community will embrace learning, opportunity, pupil voice in order to excel academically, socially, aesthetically and spiritually in full partnership with home, school, church and the wider community.



Our Values

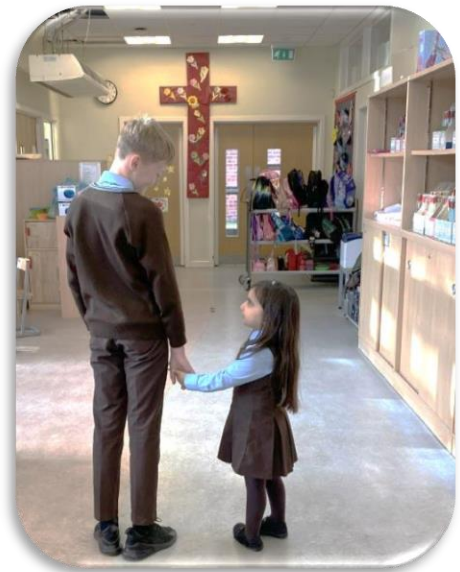
Our school values are based on the Christian values of the Gospel. Our school motto is 'Love for Life-Love for Learning'.

We value: Love and Respect

- That the education of our children takes place in a caring school community inspired by the love and Spirit of Christ.

We value: Integrity

- A climate which promotes dignity, self-esteem and respect for every person, property and religious belief.
- The promotion of a spirit of fairness, charity, social justice, global awareness and concern for others.



We value: Faith

- Self-reflection in order that we can all develop personally, spiritually and professionally for the benefit of our children.

We value: Excellence

- The qualities, skills and talents of the whole school community.
- The enrichment of pupil life – intellectual, physical, spiritual, moral and emotional.

Our School Aims

At St Fillan's Primary School our aims are:

LEARNING

- To provide an inspiring learning environment which supports and challenges all children
- To develop a love for learning so that children can develop skills for life

OPPORTUNITY

- To ensure that all our children have equal opportunities to develop their learning and talents
- We want to give opportunities to parents/carers and others to share in developing and inspiring our school community
- To deliver the highest possible quality of education experiences, encapsulated within a vibrant Catholic Ethos.

VOICE

- To allow our voices to be listened to and to be involved in decisions which make our school a better place
- To be able to share and celebrate our diversity
- Continually seek innovative ways to engage our Parents/Carers in learning



EFFORT

- We embrace the effort of everyone in our school community to make our school community a happy, healthy place.
- We encourage everyone to do their best in learning and to show love in a spirit of fairness, charity and social justice.



Meet The Team

Senior Leadership

Head Teacher: Mr. Brian Bourke (Child Protection Co-Ordinator)
Depute Head Teacher: Mrs. Lindsay Kelly (Depute Child Protection Co-Ordinator)
Nursery Class – P3
Depute Head Teacher: Mrs. Gillian Hamilton P4–P7
(Depute Child Protection Co-Ordinator)

A full list of our staff team is available on the [school website](#).

Our Usual School Day

| | | |
|-------------------|---------|--|
| Morning Session | P1 - P7 | 9.00am -12.25pm (Interval: 10.35 -10.50) |
| Afternoon Session | P1 - P2 | 1.20pm-3.05pm |
| | P3 - P7 | 1.20pm -3.10pm |

Please note earlier dismissal times for P1 and P2 classes situated in the lower corridor.

The School Year 2023–2024

School Term Dates

Details of school term dates are available on the [Glasgow City Council website](#)

Enrolment

Registration of Primary 1 children takes place between the 6th -10th of November and is advertised widely in local press etc. Prospective parents are welcome to visit the school during our open afternoon in October and should contact the school office if attending. Enrolment is now conducted online – see the link below.

Families living outside the catchment area are welcome to make a placing request to attend **any** Glasgow Primary School **but must enrol their child online in their catchment school as a first step.** Further information is available [here](#)

Organisation of Classes

The following guidelines set by the Scottish Government apply:

| | | | |
|-------|------------|-------------------|------------|
| P1 | maximum 25 | P2&P3 | maximum 30 |
| P4-P7 | maximum 33 | Composite classes | maximum 25 |

Attendance at School

Section 30 of the 1980 Education Act lays a duty on every Parent/carer of a child or young person of 'school age' to ensure that their child or young person attends school regularly. Attendance must be recorded twice a day, morning and afternoon.

Regulation 7 of The Education (School and Placing Information) (Scotland) Amendment, etc. Regulations 1993 requires each child's absence from school to be recorded in the school register as authorised: i.e. approved by the authority, or unauthorised: i.e. unexplained by the Parent/Carer (truancy), or temporarily excluded from school.

Pupil Absence

In St Fillan's Primary School good attendance is encouraged at all times and children are rewarded accordingly. Parents are asked to advise if their child is going to be absent. This should be done as early as possible on the first day of absence. If the absence is expected to continue for some time, it would be helpful to know this at the earliest opportunity. The school uses daily text messaging to inform Parents and Carers of absence if no contact is made. The procedure for reporting your child's absence is through the absence line. The absence line for reporting is 0141 471 3710 or 0141 287 0039 Please provide the details requested by the operator. Details are found [here](#).

Alternatively you can use the online form on the [Glasgow City Council website](#).

Time off during term-time for the following reasons is not acceptable and will be recorded as an **unauthorised absence**:

- **Availability of cheap holidays or desired accommodation**
- **Holidays which overlap with the beginning or end of term.**

Regular attendance at school and good timekeeping are vital if a child is to make progress at school. Regular late coming will be noted on the class register and drawn to the Parent's/carer's attention. The Head Teacher supported by the Depute Head Teachers

monitor attendance rates of all pupils. Where attendance is unsatisfactory, Parents/Carers will be informed in writing and invited to discuss any difficulties being experienced.

Glasgow City Council can investigate unexplained absence and the Authority has the power to write to, interview or prosecute Parents/Carers, or refer pupils to the Reporter or the Children's Panel, if necessary.

Medical and Health Care

If a child becomes ill during the course of the school day, he/she may require to be sent home. Please ensure that you keep the school informed of **all** contact details and any changes when necessary.

Please inform the school of **any medical conditions** that affect your child. If a child requires any form of prescribed medication during the school day at any time then please contact the school office and complete **Administration of Medicine Forms**. A Parent/carer must give written consent in order for prescribed medication to be administered in school. Medication cannot be administered in school without discussion with the Head Teacher or Depute Head Teacher and Parental consent. Non-prescribed medication cannot be administered under any circumstances.

Our colleagues at the NHS, including the school nurse, visits at various times during the year for routine health checks, vaccinations and medical examinations. Parents are kept informed by letter.

Important – Allergies

Parents should note that we have pupils in the school who have severe food allergies. Pupils with peanut allergies can experience a very serious reaction if they come into contact with peanuts in any form (e.g. Snickers, Peanut Butter, Nutella etc.). We are a nut free school. We therefore ask Parents not to send in food items containing nuts/traces of nuts.

Emergency Contact Information

At the start of each school session, Parents will be instructed to update the annual data check form. Please ensure that this is completed and returned to the school. **It is also essential that you let us know if there are changes to your telephone number(s) or changes to those of your emergency contacts throughout the year.**

On occasion children can become ill or have an accident during the course of the school day. Simple first aid is administered where appropriate. If necessary, Parents are contacted and children taken home.

In the event of a child having to be taken to hospital, the Parent or emergency contact will be asked either to accompany the child or to meet a member of staff who has accompanied the child.

If your child requires to be given medication during the school day you should contact the Headteacher or Depute Head Teacher to discuss details.

If your child has an unavoidable appointment, please give them a letter for their class teacher then collect them from the school office at the specified time. It is the policy of the school that no child will be allowed to leave the school for an appointment at the Dentist or Doctor unless accompanied by an adult.

Supporting all pupils

GIRFEC isn't an extra thing people have to do. It's a way for those who support children to work differently, making sure that they are all working together. Where needed, GIRFEC links day-to-day work in education, health, policing, social work and the voluntary sector – in fact any organisation whose staff come into direct contact with children. It makes it easier for those different organisations to communicate consistently with each other, and with Parents, Carers, children and young people.

**getting
it right**
for every child

GIRFEC provides a structure that helps people to work in the same way and use the same language. This allows discussions with the child and their family to focus on what is good in a child's life, and what might need attention or support.

It's the bedrock for all children's services and can also be used by practitioners in adult services who work with Parents or Carers.

The approach helps practitioners focus on what makes a positive difference for children and young people – and how they can act to deliver these improvements. Getting it right for every child is being threaded through all existing policy, practice, strategy and legislation affecting children, young people and their families.

What Getting it Right for Every Child means:

For children, young people and their families:

- They understand what is happening and why
- They have been listened to carefully and their wishes have been heard and understood
- They will feel confident about the help they are getting
- They are appropriately involved in discussions and decisions that affect them
- They can rely on appropriate help being available as soon as possible
- They will have experienced a more streamlined and co-ordinated response from practitioners

For practitioners:

- Putting the child or young person at the centre and developing a shared understanding within and across agencies
- Using common tools, language and processes, considering the child or young person as a whole, and promoting closer working where necessary with other practitioners.

School Uniform

In St Fillan's Primary we have a clear uniform policy

- Brown trousers / Brown skirts
- Blue shirt / School tie
- Brown pullover / Brown sweatshirt / Brown cardigan / Brown tank-top with V necks (No round necks)
- Brown socks / Brown/Black shoes **only**
- Brown Blazer and Brown Outdoor jackets – (Preferable but Optional)
- Blue and white gingham dresses for girls in summer – (Optional)
- Brown shorts and short sleeved shirts for boys in summer (Optional)



PE Kit

- Blue polo shirts / black shorts / black gym shoes.
- Primary 6 and Primary 7 girls are permitted to wear black track suit bottoms if they wish.
- Primary 1 and Primary 2 are permitted to wear their polo shirt on PE Days **only** for ease of changing.
- It is important that pupils come prepared to learn and PE requires appropriate clothing.
- All jewellery must be removed and left at home on PE days.
- Pupils who are not participating in PE must have a note or a medical certificate.
- Pupils who are unable to participate in practical PE should still bring their kit to allow them to assist in the lesson by refereeing, keeping scores or assisting with the distribution of equipment. This ensures that they are still able to take part in some way in the work of the class and do not miss out on the knowledge and understanding of the course.



- Children are expected to have gym shoes - (black plimsols at a cost of £3 - £5 approximately) and shorts in school at all times, for P.E. and games. Children are required to change into their indoor shoes (**Black/Brown**) before entering classes.



- All clothing and personal items should be clearly labelled with the child's name.
- There are forms of dress, which are unacceptable in school, such as items of clothing which: potentially encourage faction (such as football colours); clothes which could cause offence (such as anti-religious symbolism or political slogans); clothes which could cause health and safety difficulties (such as acrylic nails, loose fitting clothing, dangling earrings, shell suits of flammable material), clothes which could cause damage to flooring; clothes which carry advertising, particularly for alcohol or tobacco; and items which could be used to inflict damage on pupils or be used by others to do so.

Information in Emergencies

We make every effort to maintain a full educational service, but on some occasions circumstances arise which lead to disruption. Schools may be affected by: severe weather, temporary interruption of transport, power failures or difficulties of fuel supply. In such cases, we shall do all we can to let you know about the details of our closure or re-opening by using,

letters, emails, text messaging services, Glasgow City Council website and Twitter pages as well as the local media etc.

Clothing & Footwear Grants

Parents/Carers receiving Income Support, Job Seekers Allowance (Income Based), Working Tax Credit (check link below for thresholds), Housing Benefit, Council Tax Benefit or Universal Credit (check link below for thresholds) will normally be entitled to monetary grants for footwear and clothing for their children. Information and application forms may be obtained from schools and from [Glasgow City Council's Website](#).



School Meals

Our school provides a lunch service which offers a variety of meals and snacks. Medical diets for children can be provided. Further information can be found [here](#).

Breakfast Service

[Glasgow's Big Breakfast](#) is available in all Glasgow primary schools every week day morning. Children can enjoy a nutritional breakfast of fruit juice, cereal and milk, toast and fresh fruit prior to the start of the school day. Children are supervised by Facilities and Catering staff in a safe environment. Breakfast is served in our school each morning from 8.00 - 8.45am. Special dietary requirements should be communicated in the first instance to the Head of Catering directly in writing.

Parents take their children to the breakfast club entrance where they are met by the catering staff. Breakfast is free for all children who are in receipt of free school meals.

If you plan to send your child/children to Breakfast Club, you should inform the catering staff of any medical dietary requirements.



Lunch

All children in P1-5 are entitled to a free school meal.

From P6-7 some children may be entitled to a daily free school meal .

Children and young people of parents/carers receiving Income Support, income-based Job Seekers Allowance, Working Tax Credit (check link below for thresholds), Child Tax Credit only (check link below for thresholds), Universal Credit (check link below for thresholds) and income-related Employment and Support Allowance are entitled to a free midday meal. Information and application forms for free school meals may be obtained at [Glasgow City Council's Website](#). Fuel Zone Children who prefer to bring packed lunches will be accommodated in the school assembly hall and outdoor benches.

These forms must be completed for children to continue to receive their free meals in P6-7.

Special Diets

If your child has a special medical dietary requirement, please seek a referral form from your dietician and then contact the catering manager who will deal with your request. The Head Teacher will also be happy to assist.

Packed Lunches

Children who prefer to bring packed lunches are accommodated in the school dinner hall and the picnic benches. Children are supervised by; members of the Senior Leadership Team and Dining Supervisors.

Children from P4 – P7 have the choice of eating their packed lunch outside and there is cool drinking water available for all children.



Refresh

All Glasgow schools have been supplied with mains fed coolers that filter and chill the water ready for drinking. This allows access during the day to refill water bottles which can be taken into the classroom. The aim of 'Refresh' is to encourage children to drink water at home and school.

Please note glass bottles and fizzy drinks are not permitted in school at any time.

Transport

The education authority has a policy of providing free transport to all pupils and young people who live out with a certain radius from their local school by the recognised shortest walking route. This policy is more generous than the law requires. This means that the provision of transport could be reviewed at any time. Parents/Carers who consider they are eligible should obtain an application form from the school or [online](#).

Transition from Primary School to Secondary School

Pupils normally transfer between the ages of 11 years 6 months and 12 years 6 months, so that they will have the opportunity to complete at least 4 years of secondary education. Parents/Carers will be informed of this arrangement no later than December of Primary 7. Pupils from our school normally transfer to:

**Holyrood Secondary School,
100 Dixon Avenue,
Glasgow
G42 8AU
Telephone: 041-582 0120
Email: headteacher@holyroodsec.glasgow.sch.uk**

Strong links have been forged between Holyrood Secondary School and St Fillan's Primary. The Holyrood Learning Community places significant focus on the continuous development of primary to secondary transitions.

A full programme of transition events take place starting sometimes as early as P6 where pupils have the opportunity to visit Holyrood and secondary staff come to St Fillan's to meet the children.

Each year the Depute Head of Holyrood Secondary visits Primary 7 pupils and addresses a Parents' meeting when Parents have the opportunity to ask questions on any matter concerning their children.

Enhanced transition visits take place for children who require additional support to make a positive and smooth transition to the next step on their educational journey.

Communication with Parents

At St Fillan's primary School and Nursery Class we use a range of ways of communicating with parents

- We operate an 'Open Door Policy'
- Reporting to Parents' Evenings
- Meet the Teachers Evening/Nursery Class Information Evening
- Newsletters and continuous updates.
- Homework Diaries and Timetables
- Parent Workshops
- Stay and Play (Nursery Class)
- School Website
- Text Messaging
- Twitter
- School Information Events
- Additional Meetings as required



Data Protection

Use of information about children and Parents /Carers

We collect information about children attending school (and also about Parents/Carers, emergency contacts etc. provided in the annual data check) to allow us to carry out the Council's functions as the education authority for the City of Glasgow. This may sometimes involve releasing personal information to other agencies and other parts of the Council, particularly in relation to child protection issues or criminal investigations, and it may also be used for research purposes (see the link below for more details regarding this).

Information held by the school is, in legal terms, processed by Glasgow City Council. The Council is registered as a data controller under the Data Protection Act 1998 (number Z487 1657) and all personal data is treated as confidential and used only in accordance with the Data Protection Act and the Information Use and Private Policy approved by the City Council. For more information on how we use personal information, or to see a copy of the [Information Use and Private Policy](#).

The Curriculum

Curriculum for Excellence 3-18

Curriculum for Excellence has been introduced to raise standards of learning and teaching for all 3 to 18 year olds. It aims to help prepare children and young people with the knowledge and skills they need in a fast changing world. As part of Curriculum for Excellence all children from pre-school to the end of S3 will receive a rounded education known as a Broad General Education (BGE). Curriculum for Excellence is all about bringing real life into the classroom and taking lessons beyond it preparing children for 'world at work'

Through the experiences we provide at St Fillan's Primary School we want our children to become Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors. We are committed to providing children with a broad general education and focus on eight curriculum areas

| | | | |
|------------------------------|-------------------------------|-----------------------|---------------------|
| Expressive Arts | Health & Wellbeing | Languages | Mathematics |
| Religious & Moral | Sciences | Social Studies | Technologies |

Progress in learning is indicated through curriculum levels as detailed below.

| Level | Stage |
|----------------|---|
| Early | The pre-school years and P1 or later |
| First | To the end of P4, but earlier or later for some |
| Second | To the end of P7, but earlier or later for some |
| Third & Fourth | S1-S3, but earlier for some |

Literacy, English and Modern Languages

Language is at the heart of children's learning. From P1 – P7 the aim is to enable children to communicate and receive thoughts, ideas, experiences, feelings and information. They learn to communicate through talking, listening, reading and writing.

Modern Languages

Knowing other languages and understanding other cultures is a 21st century skill set for students as they prepare to live and work in a global society.

At present P6 and P7 children receive one hour of French per week and P5 pupils receive Spanish or French lessons. P1 - Primary 4 children are presented with opportunities to learn about Spanish Culture and Spanish vocabulary through interdisciplinary learning.



Numeracy and Mathematics:

Mathematics equips us with the skills needed to interpret and analyse information, simplify and solve problems, assess risk and make informed decisions.

Children will study the following areas of mathematics:

- **Number, Money and Measure**
- **Shape, Position and Movement**
- **Information Handling**



In St Fillan's Primary, we use a variety of teaching programmes and active learning strategies for learning and teaching in Numeracy and Mathematics. Staff training at all levels ensures that whole school practice reflects current research and methodology endorsed through the principles and practices set out in 'Glasgow Counts'.

Health and Wellbeing

Learning in Health and Wellbeing ensures that children and young people develop the knowledge, understanding and skills which they need now and in the future to help them with their physical, emotional and social wellbeing.

At St Fillan's Primary, health and wellbeing is taught across the curriculum and is encapsulated in all aspects of school life. We help children in this area through:

- Planned curricular programmes.
- Circle Time and Anti-Bullying initiatives.
- Buddying Systems.
- Daily access to milk and water.
- Healthy meals at the Fuel Zone.
- A range of physical activities e.g. 'The Daily Mile'
- Relationships and Moral education.
- Children receive two hours of quality physical activity per week.
- P7 pupils receive swimming instruction.
- Extensive range of Out of Hours Learning Opportunities (After School Clubs)



Physical Education

Currently we are following National Guidance on curricular P.E delivery.

Children receive two hours of PE per week. Our PE programme includes sports and games skills, gymnastics and dance which take place in our modern gym which is resourced to a very good standard.



Sciences

Science and its practical application in healthcare and industry is central to our economic future, for our health and wellbeing as individuals and as a society.

Through science children will develop their understanding of planet earth, forces and electricity, the properties and uses of materials, body systems and current scientific matters and issues

Social Studies

Through social studies, children and young people develop their understanding of the world by learning about other people and places both past and present, societies, their beliefs and values.

Religious and Moral Education

As a Catholic Primary School our first concern is the teaching of the Catholic Faith. In accordance with Diocesan Policy, we use 'This Is Our Faith' and 'God's Loving Plan' throughout the school.

The document 'This is our Faith' provides guidance to teachers on the religious education curriculum which has been developed for children and young people across Scotland. 'God's Loving Plan' is the title of the document published by the Catholic Education Commission to give guidance on the teaching of relationships education in Catholic primary schools across Scotland.

We work very closely with Father Peter Gallagher, Parish Priest of Christ the King Parish who greatly supports the school in its continuous faith journey.



Whole school Masses, assemblies and extended opportunities for prayer during October, Advent and Lent encourage children and Parents to join together as a community of faith.

Every year pupils and Parents identify a number of charities which the whole school community generously donates to provide for those less fortunate and in need.

Other World religions are also studied at different stages and respect for all is fostered.

Expressive Arts

The inspiration and power of the arts play a vital role in enabling our children and young people to enhance their creative talent and develop their artistic skills. All pupils are encouraged to develop their talents in Music, Drama, Art and Design.

In **Music**, teachers identify and select music activities which encourage children to create and perform music using, tuned and untuned percussion instruments. The use of the voice is explored



through, class singing. Children P4-P7 are also presented with opportunities to receive instrumental tuition in: violin, saxophone, French horn and the pipes.

During the year theatre groups will be invited to perform in the school.

P1 participate in a Nativity Play. P2 will lead an Advent Service. P7 will perform in their annual school show. All other stages partake in 'Displays of Knowledge' which incorporate areas of Expressive Arts presented to a wider audience.



Technologies

The range of subjects in technical education has changed significantly in recent years. The technologies curriculum provides a range of different contexts for learning that draw on important aspects of everyday life and work. It includes creative practical and work-related experiences and outcomes in business, computing science, food, textiles, craft, design, engineering, graphics and applied technologies.

At St Fillan's Primary every classroom has three networked PCs, a Smartboard and a projector with Apple TV to support interactive teaching and learning. There are iPads for each P7 pupil and P1-6 classes have timetabled access to iPads which are shared across our school.

This session each class uses the STEM Suite/Library which has a networked PC, a Smartboard, a digital projector and a 3D printer. All children have opportunities to learn through STEM including learning to code, utilising software, emailing and using online networks safely.

[Glasgow City Council's Acceptable User Policy](#)

Assessment & Reporting

All children are assessed both formally and informally throughout the year. This allows children and their teachers to identify their strengths and areas for improvement. A variety of assessment methods are used to enable staff to pass on information to Parents about the progress of their child. Assessment records are kept by the class teacher and form the basis of discussion at Parents' Evenings in November and March. An annual report is sent to Parents towards the end of each school year.

If you have any concerns about your child's progress do not hesitate to contact the school.

Pupil Achievements

Every month children in St Fillan's have their key achievements in school, at home and in the community celebrated during our Celebrating Success Assemblies. During these assemblies children receive certificates across three categories, Pupil of the Month, Worker of the Month and Citizenship awards. These assemblies are wonderful whole school events where we also celebrate their wider achievements.

Support for Pupils

The school has a duty to ensure that all pupils have equal access to the curriculum, with appropriate support for their needs if required. This applies to the content of lessons, teaching strategies and minor adaptations to the school environment. There are a wide range of factors which may act as a barrier to learning. We are committed to working closely with

Parents and Carers to ensure that they are fully involved in any decisions about support for their children's needs.

Any Parent or carer seeking further advice regarding this policy should contact the Headteacher in the first instance.

Further information relating to additional support needs is available on the [Glasgow City Council's website](#).

Information on the [Glasgow City Councils' Parental Involvement Strategy](#)

School Improvement

On an annual basis, a copy of our Standards and Quality report is available. Copies from previous years are available on the school website. The Standards and Quality report highlights progress in key curricular areas such as literacy, numeracy and health & wellbeing. Our priorities for improvement are detailed in our School Improvement Plan which is discussed with our Parent Council. Any parent or carer seeking a copy of the plan can contact the school office or check out our website.

Promoting Positive Relationships

Children's Rights as outlined in the UNCRC (United Nations Convention on the Rights of the Child) are fundamental to a good school ethos. Adults in our school will work with children to ensure they are aware of their rights and fully respect the rights of others. Therefore, the approach within St Fillan's Primary School is to build a positive ethos that demonstrates care and respect for all. Positive behaviour is recognised and celebrated.

Our school operates a system of class charters and an agreed system to set out expected behaviour. This is celebrated through a variety of rewards, awards at assemblies and certificates sent home to Parents etc.



The highest standards of behaviour are expected of pupils at all times. Where this is not the case, a variety of strategies are used to promote positive relationships. Parents are asked to co-operate with the school in encouraging a sense of responsibility and good behaviour in their children.

Home Learning

Continuing to learn at home helps children to achieve more and is a vital part of our partnership with Parents. Teaching Staff use Google Classroom to post home learning tasks.

There is an agreed Homework Programme for each stage of the school. Homework should not be seen as a burden by either pupils or Parents. It should provide a means of communication between staff and Parents and should enhance the learning and teaching taking place in class.

Examples of our Homework Practices will be presented to Parents at 'Meet the Teacher Evening'.

Pupil Participation

Our Pupil Participations groups are composed of representative from each of the classes. These are important groups which ensures that the views of pupils are heard and changes are made across the school.



The Parent Forum and the Parent Council

The Scottish Schools (Parental Involvement) Act 2006 has changed the arrangements for Parental representation in all schools. Since August 2007, all Parents/Carers are automatically members of the Parent Forum for their school and they have a right to establish a Parent Council to represent them.

Parent Forum

The membership of the Parent Forum is made up of all Parents/Carers who have a child or young person at an education authority school. Membership of the Parent Forum allows Parents/Carers to have a say in the local arrangements to enable their collective view to be represented on matters such as the quality and standards of education at the school and other matters of interest to Parents/Carers. One of the ways Parents in the Parent Forum will be able to express their views will be through the Parent Council.

Parent Council

The Parent Council is a group of Parents/Carers selected by members of the Parent Forum to represent all the Parents/Carers of children and young people at the school. Parent Councils are very flexible groups and the Parent Forum can decide on the type of group it wants to represent their views. A Parent Council could get involved in;

- Supporting the work of the school;
- Gathering and representing Parents' views to the Headteacher, Education Authority and HMI
- Promoting contact between the school, Parents/Carers, children and young people and local community;
- Involvement in the appointment of senior school staff.

Parent Councils are recognised in law from August 2007. As a statutory body, the Parent Council has the right to information and advice on matters which affect children and young people's education. So, the school and the local authority must listen to what the Parent Council says and give it a proper response. Every school's Parent Council will be different because it will be Parents/Carers in each school who make the key decisions. The Parent Council is also entitled to support from the Education Authority in fulfilling its role.

The Parent Council consists of Parents (minimum 4, maximum 8), where possible representing the different stages of the school, a Church representative, a community representative and a school representative. The Chairperson must be a Parent of a child at the school. If you would like any further information please contact any of the office bearers below:

| | | | |
|-------------------|--------------------|--------------------|-----------------|
| Chair: | Mrs Maria McKinney | Vice Chair: | Scott McGregor |
| Secretary: | Mrs. Julie Ionta | Treasurer: | Preneet Dhillan |

The Headteacher has a right and a duty to attend all meetings of the Parent Council but does not have a right to vote.

The [constitution of the Parent Council](#)

The Parent Teacher Association

St. Fillan's PTA is a very active group whose aim is to promote the well-being of all pupils in the school. This is done in many practical ways, as well as in the important field of fund-raising. In recent years the P.T.A. has raised funds for a variety of needs in the school:

- Developing our school grounds to assist Outdoor Learning
- Funding the Christmas Parties and school celebrations
- Updating class libraries
- Assisting with provision of ICT resources
- Gifts for children for their First Communion
- Gifts for Primary 7 at Graduation
- Organising and funding Primary 7 leavers hoodies and celebration
- Funding Sports Day
- Funding Summer Outings
- Wet play games and playground games

All Parents are encouraged to join the P.T.A. and become involved in supporting the school in any way possible. If you would like more information please contact any of the office bearers listed:

| | | | |
|------------------|---------------|---------------------|------------------|
| Chair | Mr. C Peacock | Secretary | Mrs. J. Ionta |
| Treasurer | Mrs S. Carse | Teacher Rep. | Mrs. G. Hamilton |

Extra-Curricular Activities

We have offered a wide range of after school activities (Monday – Thursday) which presented our pupils with exciting opportunities to extend their learning experiences and improve health and fitness.

Football

The football team competes in the Glasgow Catholic Schools' League. Training sessions take place as follows:

- Wednesday evening – Development Team (in St. Fillan's PS) 6.00-8.00pm
- Thursday evening – A Team (in St. Fillan's PS) 7.00-8.45pm

A range of clubs we have offered through our 'club' provision:

| | | | |
|-----------------|----------------|--------------|-----------------------|
| Athletics | Chess | Citizenship | Karate |
| Active games | Dance | Running | Badminton |
| Drama | Crochet | Coding | French |
| Spanish | Board games | Science | Pope Francis Award |
| Tennis | Gardening | Orienteering | Children's University |
| Girls' Football | Mixed football | Handball | Basketball |
| Gymnastics | Film making | Cycling | School show |

Good links and partnerships with community organisations, our Active Schools Co-ordinator and Parents are vital for the success of some of these programmes.

Parents run our Code Club, Football Club and Running Club. Please contact our Headteacher if you feel you could contribute towards the extra-curricular activities on offer.

Comments and Complaints

At St Fillan's Primary School we aim to foster positive relationships across our school community. However, if you have a comment or complaint about any aspect of school life, please contact the Head of Establishment – **Mr. Brian Bourke** in the first instance.

[Glasgow City Council complaints procedures](#)

Customer Liaison Unit

Education Services

Glasgow City Council

City Chambers East

40 John Street

Glasgow G1 1JL

Tel: 0141 287 3655

Useful Contacts

[Parentzone Scotland](#) is a unique website for parents and carers in Scotland, from early years to beyond school. The website provides up-to-date information about learning in Scotland, and practical advice and ideas to support children's learning at home in literacy, numeracy, health and wellbeing and science. Information is also available on Parentzone Scotland regarding additional support needs, how parents can get involved in their child's school and education. Furthermore, the website has details about schools including performance data for school leavers from S4-S6; and links to the national, and local authority and school level data on the achievement of Curriculum for Excellence levels.

[Connect](#)

Connect is a national organisation that provides advice and resources for parents and carers.

[Enquire Scotland](#)

Enquire is a national advice service for families with additional support needs

Useful addresses:

Education Services
City Chambers East
40 John Street
Glasgow G1 1JL

Please keep accessing School/Nursery Twitter and Website for up to date information.