

Introduction

I am pleased to present our school handbook for session 2009/10 The information in this book will help you to learn more about St Athanasius' Primary School and by how working together in partnership, we will provide the best possible care and education for our children.

Our broad and balanced curriculum, as detailed in the handbook, is enhanced by the teaching of French in primaries 6 and 7. There are many extra curricular activities for our pupils, such as Football, Netball, Athletics and Badminton, cross country, art, computing, choir and drama – for boys and girls!

Each child is encouraged and motivated towards success by our dedicated staff, in a positive ethos of achievement, where success is celebrated each month at our OSCARS assembly. High but achievable standards of work and behaviour are set so that every child can achieve his/her potential. Our achievement wall proudly displays a whole school record for all to see. We have a very effective House system within the school and our senior pupils, who are elected House Captains take an active role, as do the Pupil Council

We invite your partnership even before your son or daughter comes to school and look forward to meeting with you and to working with you through the years ahead.

Yours sincerely

Mr. Francis Farrell
Head Teacher

AIMS

Our aim is to provide a quality education in a happy and supportive place of learning where pupils are taught the fundamentals of the Catholic faith and learn respect for all other creeds and religions. In co-operation with our parents we hope to enable our pupils to become, successful learners, confident individuals, effective contributors and responsible citizens in society. In school they are taught to be literate and numerate, develop knowledge about the world and their place in society and to have a knowledge and love of the arts and music. We try to discover and nurture individual talents, develop skills both physical and mental and foster enquiring minds so that children become independent learners.

In personal and social development we aim to help the children develop a healthy attitude to others both in school and in the community; to have respect for themselves, their peers, all adults and all with whom they come in contact irrespective of race/creed or colour



SPIRITUAL, SOCIAL, MORAL AND CULTURAL VALUES

Religious Education is an important part of the school curriculum. The "Alive-O" and 'Education for Love' religious education schemes are now being used in primaries one – seven. These schemes are approved by the Diocese of Motherwell and aim to give pupils an understanding of scripture appropriate to their age as well as being concerned with the fundamental teachings of the Catholic Church and the Education for Love programme focuses on relationships and moral education. The Parish Priest is a regular visitor to the school throughout the year and he celebrates mass in school on special occasions. Preparation for the Sacraments of Reconciliation, Holy Communion and Confirmation are integral parts of the programme offered. Children also participate along with the parish, at First Friday masses throughout the year.

Parents of children from other faiths may request that their children be permitted to be absent in order to celebrate recognised religious events. Advance notice should be provided to the school when children will be absent.

Appropriate requests will be granted and the pupil noted as an authorised absentee in the register.

The Parish Priest is Father James Naughton and he can be contacted at 01555 771250

EQUAL OPPORTUNITIES AND SOCIAL JUSTICE

It is school policy that equal curricular and social opportunities be offered to girls and boys.

We aim to help our pupils become aware of the reality and opportunities for men and women to make an equal contribution to society and the world of work.

Every effort is made to help pupils to become aware of the demands of living in and contributing to, a multicultural society.

Educational provision and social opportunity is offered to all regardless of religion, race, gender, or physical disability.

The head teacher will be happy to deal with any enquiries in this regard and to help parents to access information.

The pupils make a particular contribution to social justice through their distinguished efforts to support charitable projects over many years. For example pupils donate regularly to Missio Scotland to support starving children all over the world, and also to SCIAF, to Street Children in Colombia, by sending Christmas Boxes for the poor of Romania, to St Margaret's Adoption Society and we have a Business partnership link with St Andrew's Hospice to whom we donate regularly.

Section 2: General Information

St Athanasius' Primary School
John Street
Carluke
ML8 4DD

Telephone - 01555 771418
Fax - 01555 773115



School Staff

Head Teacher
Principal Teacher
Principal Teacher
Class Teachers

Mr Francis Farrell
Mrs Brenda Callan
Mr Brendan Desport (ICT, Music, PE and French)
Mrs Fiona Redmond Primary 7
Mrs Maureen Smith Primary 6
Miss Noreen Smalls Primary 5
Mrs Elaine Gallagher Primary 4
Mrs Karen White Primary 3
Miss Katherine Bonner Primary 2
Mrs Catherine Quinn Primary 1

Cluster Cover teacher
Visiting Support Teacher
Nursery Teacher

Mrs Frances Cran
Mr Frank Quinn
Mrs Fiona Fitzpatrick
Mrs Sheila Reilly
Mrs Elaine McPhail
Mrs Linzi Kane

Early Years Workers

Janitor
Team Leader
Support Assistant
Support Assistant
Support Assistant
Support Assistant

Mr Sam Knox
Mrs Christine Hamilton
Mrs Angela McLaughlin
Mrs Deborah Johnston
Mrs Caroline Crockett
Mrs Irene Crawford
Mrs Mary Thompson
Mrs Anne Waltho

Kitchen

Mrs Carolann Kelly

Cleaning staff

Mrs Pauline Mc Nulty **Mrs Jacqui Ross**
Mrs Carol Clark **Mrs Sadie Fisher**

The total number of teaching staff, therefore, expressed as a full time equivalent is 10.0 in the primary school with an additional teacher and nursery nurse in the nursery class.

The Principal Teacher has whole school management responsibilities and is responsible for probationary teachers. Principal Teachers have responsibility for work related to curricular development and also provide professional support for colleagues.

St. Athanasius' is a Roman Catholic Primary School which provides for both male and female pupils.

The present roll of the school is 182 primary pupils and 36 nursery pupils. The planning capacity of the school is 270 pupils though the current working capacity is 250 pupils.

Parents should note that the working capacity of the school may vary dependant upon the number of pupils at each stage and the way in which the classes are organised.

Provision is made for pupils in stages Primary 1: 2: 3: 4: 5: 6: 7: depending on numbers it may be necessary to organise some stages into composite classes. The nursery facility caters for children from 3 to 5 years of age.

A nursery facility has been in operation in St. Athanasius' since August 1998.

It is Council Policy that school accommodation be made available as far as possible outwith school hours, for use by the community. Such use by groups, clubs etc., will be in accordance with letting procedures

SCHOOL MODERNISATION

As part of South Lanarkshire Council's investment in improving school buildings, our new school was opened in August 20th 2009. It is a two storey building and part of a larger integrated facility including the public library and community centre.



PRIMARY SCHOOL HOURS

Opening : 9.00a.m.
Interval : 10.35a.m. - 10.50a.m.
Lunch : 12.15p.m. - 1.00p.m.



Dismissal : 3.00p.m.

Pupils in Primary 1 will be dismissed at 12.00 noon for their first few weeks at school. Parents of P.1 pupils will be informed at a later date as to when children should attend for the full day in session 2009/2010. In case of emergency children should always be aware of where they would be expected to go if their parents were not at home. (Emergency includes such items as fire, flooding, sudden illness...etc.)

EARLY YEARS

The school has a nursery which provides a learning environment for young children. Parents from any area may apply to attend the nursery class, however this does not mean children will automatically transfer to primary education in the school. To find out more about the nursery please contact the school.

NURSERY CLASS HOURS

Morning Session
Opening : 9.15a.m.
Dismissal : 11.45a.m.



Afternoon Session
Opening : 1.00p.m.
Dismissal : 3.30p.m.

ENROLMENT

If your child is starting school for the first time, you must enrol your child at their local school in January. If parents want their child to go to another school, they must enrol in the first instance with their local school and ask for an information leaflet that provides details on how to make a placing request. Forms are available from schools, Q&A offices or by contacting Education Resources, Almada Street, Hamilton, telephone 01698 454458. Completed forms should be returned as soon as possible to Education Resources, Almada Street, Hamilton ML3 0AE.

Parents offered, or seeking a place in the school are welcome to call at any time during the normal school day. It is helpful, however, if an appointment can be made (e.g. by telephone) so that the Head Teacher or other member of staff can be available.

INDUCTION PROGRAMME FOR INFANT BEGINNERS

It is important that our children feel happy and secure in our school. We want them to know their teachers and their new friends before joining Primary 1. We want to form a partnership with the parents from the time of enrolment. For us to get to know each other we organise a series of 3 half day visits for children and parents over a period of 3 weeks in May/June, before starting Primary 1 in August. Fun activities are set for the children, led by the class teacher and other teachers in the school. Parents have the opportunity to work with their child and to talk with staff and each other over a cup of tea. Guidance will be given on how to best prepare our children for starting school.

TRANSFER FROM PRIMARY TO SECONDARY SCHOOL

Pupils normally transfer from primary to secondary school between the ages of 11½ or 12½, so that they will have the opportunity to complete at least 4 years of secondary education. Arrangements are made by the school to transfer children to the associated secondary school as determined by their home address. Parents of P.7 children will be informed of the transfer arrangements made for their child to attend secondary school. Further information on Primary/Secondary liaison transition arrangements made prior to your child attending secondary school will also be provided.

Normally children attend the school in their local catchment area. However, there are times when parents wish their children to go to other schools. If you want your child to go to another school then you may make what is known as a 'placing request'. If you live in South Lanarkshire and decide to submit a 'placing request', we are unable to reserve a place in your local school until we have made a decision on the 'placing request'. Please note if your 'placing request' application is unsuccessful and all places at your local school are filled you will be offered a place at the next nearest appropriate South Lanarkshire School. Under the delineation agreement, children from St Athanasius' Primary, transfer to St Aidan's High School in Wishaw or to Carluke High School.

St Athanasius' Primary is part of the Holy Cross learning Community in Hamilton. Pupils who may choose to transfer to Holy Cross High School may only do so if granted a Placing request, which will involve transport costs. If an application for a 'placing request' is made then free school transport is not provided. If you move outwith your catchment primary school this can affect your right to transfer to the associated high school and a 'request to remain form' must be completed. If you require further information, please contact Education Support Services on 01698 454102.

Forms are available from schools, Q&A offices or by contacting Education Support Services on 01698 454102. Complete forms should be returned as soon as possible to Education Resources, Support Services, Council Offices, Almada Street, Hamilton ML3 0AA.

**ST. AIDAN'S HIGH SCHOOL
WAVERLEY DRIVE
WISHAW**

**TEL. 01698 381013/381888
FAX. 01698 386874**

Extensive and comprehensive liaison arrangements exist between St. Athanasius' and St. Aidan's High School. Pupils make at least three all-day visits to the high school before leaving St. Athanasius'. Parents have the opportunity to meet with guidance staff and attend a curricular evening around November/December each year. Close professional links exist between St. Aidan's teachers and staff of associated primary schools.

SCHOOL UNIFORM

In support of many parents' wishes, South Lanarkshire Council encourages all pupils to wear a school uniform. The wearing of a school uniform helps promote the identity of the school in the local community and helps create an ethos of sharing and pride in the school. In addition, the wearing of a uniform helps towards increasing the protection of all pupils in light of the need to be more security conscious in all of our schools. The wearing of a uniform helps staff and the pupils to distinguish between who belongs to the school and those who may be visitors. This enables staff to approach and identify visitors more readily and helps in trying to offer a safer environment for pupils and teachers alike.

Equality of opportunity is an important aspect of the life of the school and any proposals on the wearing of a uniform will be the subject of consultation with parents, pupils and staff.

These are forms of dress which are unacceptable in all schools such as;

- the wearing of football colours
- clothing with slogans that may cause offence (anti-religious, symbolism or political slogans)
- clothing which advertises alcohol, tobacco or drugs
- clothing which can be deemed unsuitable in terms of Health and Safety grounds such as shell suits, dangling earrings, loose fitting clothes particularly in practical classes
- articles of clothing that could inflict damage on other pupils or be used by others to do so
- footwear that may damage flooring.

The council provides support to parents in receipt of Income Support, Working Families Tax Credit, Housing Benefit or Council Tax Rebate by providing financial assistance towards the purchase of school uniform/clothing.

Application forms for clothing grant are available from Q&A Offices, Benefit & Revenues 01698 453371/453245/453244, the school or Education Resources, Almada Street, Hamilton, Telephone 01698 454545.

ST. ATHANASIUS' UNIFORM

Blue Shirt

Grey Trousers or Skirt

School Tie

Grey or maroon Pullover or Cardigan

Maroon Blazer

Maroon Fleece

Ties, fleece and outdoor jackets available from school.