

Braco Primary School



School Handbook Academic Session 2025 - 2026



Education and Learning
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Ambition | Compassion | Integrity



School information

The following information areas for inclusion in school handbooks meet the requirements of the Education (School and Placing Information) (Scotland) Regulations 2012.

The purpose of this handbook is to communicate the ethos of Braco Primary School and provide a welcome for parents to the school. This document should also be used to prepare your child for attending, and act as a reference tool while your child is at our school. Furthermore, we hope that parents gain insights into their child's learning journal at Braco Primary and how they can be involved within school life.

If you or someone you know requires this document to be available in an alternative format or language, please contact the school office.

In this handbook for Braco Primary School, you shall find the following sections:

- 1. Introduction**
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Introduction

Dear Parents,

I would like to extend a warm welcome to you. As a school, we look forward to getting to know you and your child and to working in partnership with you.

We welcome and encourage active parental support and involvement both within and outside the classroom. We believe that this enhances the educational experience of your child. Every stage within school is of equal importance to your child's development. Throughout these stages your child is valued, encouraged, and has equal opportunities to develop and learn to his or her potential in a supportive and caring environment.

Braco Primary School is at the heart of village life. We enjoy support from the community and welcome opportunities to become involved with community life. We recognise that community involvement enriches the learning experiences of the children, and just as importantly allows us to give something back to the community in which we are part of.

It is our aim to provide a safe, nurturing and trusting environment where our learning experiences are enjoyable ones.

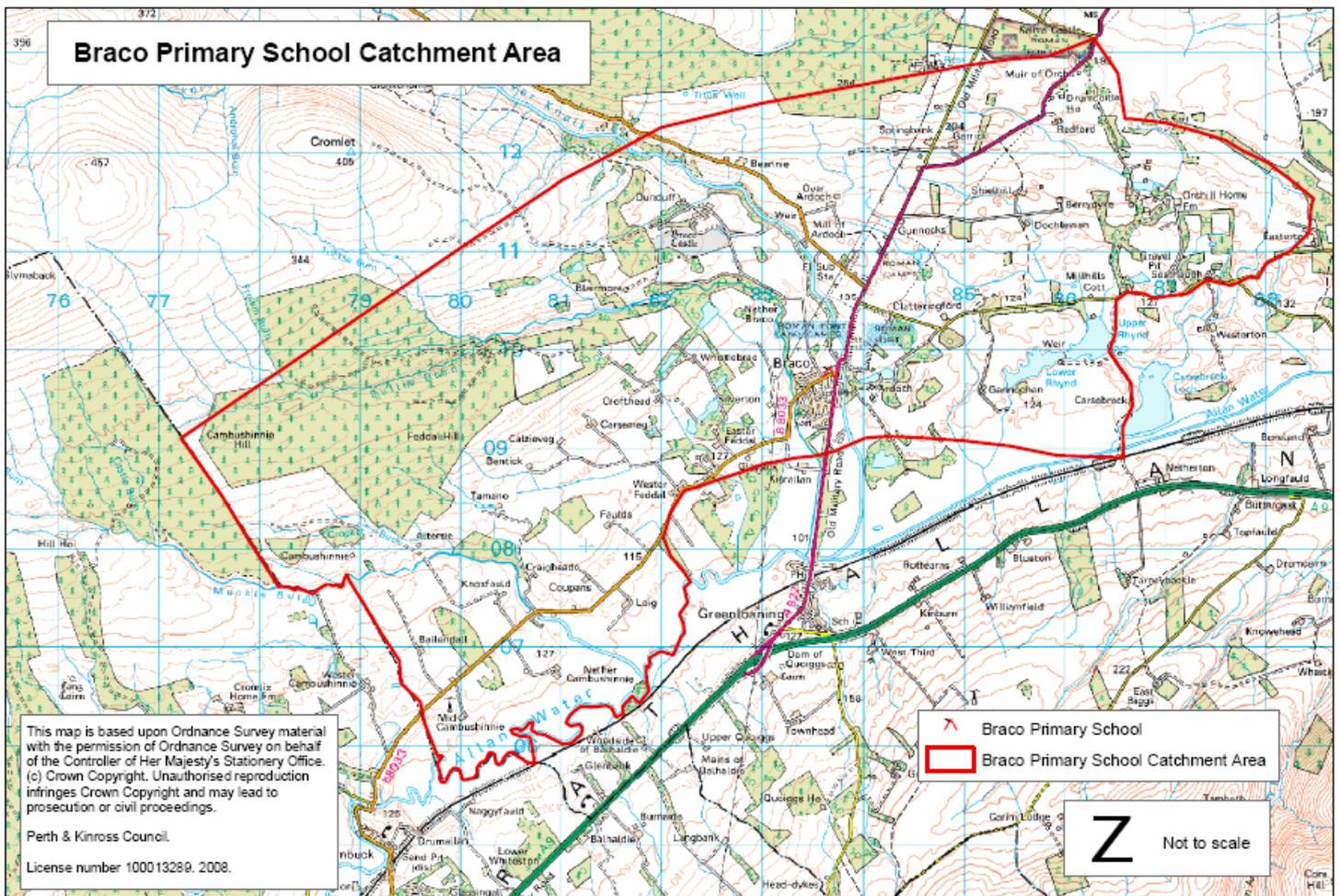
I hope the information contained in our handbook is helpful. Please contact us if you require further details.

Kind regards,

Craig Torrens
Acting Headteacher

Delineated Area

Braco is approximately eight miles south of Crieff and eight miles north of Dunblane. The catchment area comprises the Villages of Braco, Greenloaning and surrounding area, reaching south towards Kinbuck and north towards Muthill.



Contact Details

Braco Primary School
Feddal Road
Braco
Perthshire
FK15 9QD

Telephone: 01764 661420

Email: Bracoparents@pkc.gov.uk

Local Authority Website: www.braco.pkc.sch.uk

Website: <https://blogs.glowscotland.org.uk/pk/BracoPrimaryWebsite/>

Braco Primary School is a rural, non-denominational school with 3 classes and a nursery (14 places)

Current role for 2024- 2025 is 46 pupils (school) or 58 (school and nursery)

Mr Craig Torrens is currently the Acting Headteacher of Braco Primary School.

Braco Primary School has an active Parent Council who work in partnership with the school. Office Bearers for this academic year, 2024/25 are;

Chair: Vacant- filled on a rotational basis.

Secretary: Julie Reid

Treasurer: Jill Johnston

Parent Council can be contacted by email at: bracoparentcouncil@hotmail.com

Our Parent Council is an integral part of our school community. All parents are warmly welcomed to attend meetings. For further details including information about the parent council and the school please see our school website:
<https://blogs.glowscotland.org.uk/pk/BracoPrimaryWebsite/>

Complaints Procedure

We foster positive relationships with our parents and carers and follow an 'open door' policy. We are always open to suggestions about anything we need to improve. We certainly want to know about anything which dissatisfies our parents or is making our pupils unhappy.

If parents and carers have any concerns, it should in the first instance be addressed either to the Class Teacher or the Head Teacher, depending on the situation.

The school deals with complaints as part of Perth & Kinross Council's Complaints Handling Procedure. More information is available on the Council's website as follows:

<http://www.pkc.gov.uk/complaints>

Procedure in the case of pupil absence or sickness.

If your child is unwell and unable to come to school, please call the absentee line on 01764 661420 or email bracoparents@pkc.gov.uk and leave a message.

Arrangements for parents, offered or seeking a place for their child in the school, including arrangements for visiting the school.

If your family would like to join our school community, please phone 01764 661420 or email on us on braco@pkc.gov.uk, so we can organise a visit to the school and answer any questions you may have.

Communication with Parents

Our school follows an Open Door Policy and aims to form an effective partnership with parents through good communication regarding all aspects of our children's school lives.

Parents, both current and prospective, who wish to visit the school are asked to telephone the Headteacher to arrange a time for the visit. Parents are welcome to visit at any time should they have any matters they wish to discuss with staff and need not wait for formal contact evenings. Homework diaries and email can also be used as a method of communication between home and school.

A noticeboard is available in the school playground on which parents as well as school staff can display information of general interest. Our school website offers up to date information, and this can also be found on our school X (formerly Twitter) page. Information is largely shared via Learning Journals and emails.

Parents' Evenings are held in November and March each session. Open Afternoons/ Evenings, assemblies and other whole school events also provide parents with opportunities to find out more about the curriculum and the children's learning. Throughout each academic session, we host several curriculum events for parents including P1 Transition Evenings, Phonics Workshops and Digital Skills Evenings.

We communicate with our parents virtually using Learning Journals, our website, emails and phone calls. Teachers are usually present in the playground before and after school.

Our communication Policy can be found on our school website.

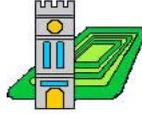
Staff

Acting Headteacher	Mr Craig Torrens
Acting Principal Teacher P1/2/3	Miss Amelia Conway
Primary 3/4	Miss Samantha Nicoll
Primary 5/6/7	Miss Stephanie Sheach
Early Childhood Practitioner Nursery	Mrs Brenda Simpson
Early Childhood Practitioner Nursery	Ms Helena Carey
Play Assistant	Mrs Carla Geddes
School Support Assistant	Mrs Elaine Smith
	Mrs Eleanor Cullen
Classroom Assistant	Mrs Jill Johnston
Pupil Support Assistant/Lunch Time Assistant	Mrs Karen Carnson
Dinner Ladies	Mrs Leanne Miller
	Miss Charlene Angus
Cleaners	Miss Charlene Angus

Visiting Staff

Janitor	Mr Jim Perry
School Chaplain	Rev. Mairi Perkins
School Nurse	Ms Sheila Milne
Peripatetic Nursery Teacher	Miss Jenifer Bisset
Area Support Teacher	Mr David Gibson
Peripatetic teacher	Miss Jess Duncan
Community Link Worker	Mr Dave Graham
Community Learning Assistant	Mrs Katrina Grieve
Educational Psychologist	Ms Lillian Snowden
Violin Teacher	Mrs Fiona Chalamanda
Guitar teacher	Mr Adam Bully
Family Learning Practitioner	Ms Helen Nicholls

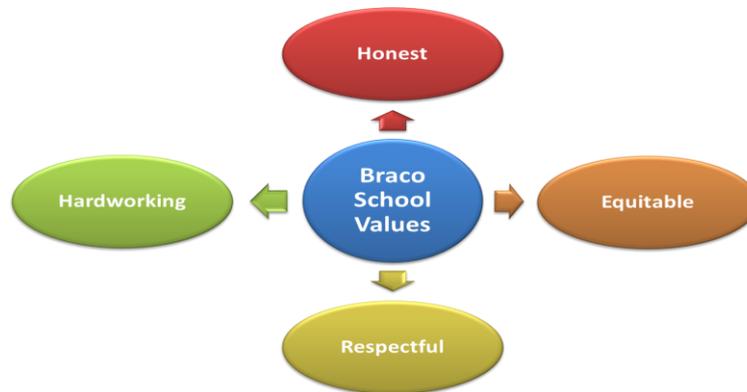
A Shared Vision...



Include Inspire Achieve

Our Values

We are...



Aims

Braco School Community endeavour to prepare their learners for life with...

Brains and Bodies that are Healthy

Respectful, Responsible and Resilient Attitudes

Achievement for ALL

Challenging and Active Learning Experiences

Opportunities for Skills Development

We celebrate our children's achievements through Get Togethers, X (formerly Twitter) posts, school displays and posts on Learning Journals.

Our school has excellent community relationships with local groups such as Ardoch in Bloom and the Ardoch Development Trust.

We are presently working towards our Rights Respecting Schools Gold Award and have made links with a school in Malawi through the Malawi Scotland Partnership. We have an active Pupil Council who work hard to give their peers a voice to influence the life and work of the school.

At Braco School we believe in creating a positive environment for all to work, learn and play in. As well as developing a caring attitude towards each other, the children are encouraged to foster a positive awareness of the needs of others.

Braco School employs a system of positive reinforcement to encourage the best from our pupils. If negative behaviour occurs, then the children will restore any harm done through a restorative conversation which enables all those involved the opportunity to have their voice heard. Parents /carers will always be kept informed of issues arising.

Parental Involvement

Parent voice is vital to school and nursery improvement, and we welcome feedback from parents and our wider school community. We actively encourage parents to be involved in school life, and all parents are welcome to come into our school.

We communicate with our parents in person, through our website, email and Learning Journals. We often ask for feedback at school events to inform our next steps and make use of paper and online surveys to gather parental views.

Our staff are happy to discuss learners' progress and Health and Wellbeing over the telephone. Please make an appointment with our school office or speak with your child's class teacher.

<http://www.pkc.gov.uk/parentalinvolvement>

School Enrolment Transitions

School registration and enrolment information can be accessed on Perth and Kinross Councils website:

<http://www.pkc.gov.uk/article/17276/school-enrolment>

Prospective parents/ carers can contact the school office to request an appointment to visit the school and meet with the Headteacher. During this visit, you will get a tour of our school and an opportunity to ask any questions relating to the school and its provisions.

Nursery to P1

To ensure a smooth transition from Nursery to Primary 1, we provide a range of visits and activities to help make this an enjoyable experience for your child. This is continuous throughout their pre-school year.

If your child attends a different Nursery, the Primary 1 teacher will arrange to visit your child in their nursery setting during the last term. The purpose of this visit is to allow your child to meet their new teacher for the first time in familiar surroundings.

We run several Nursery to Primary 1 transition events for parents during the final term of each academic session. These provide parents with an opportunity to familiarise themselves with our school and build positive working relationships with staff.

Transfer to Secondary School

After completion of their Primary 7 year, pupils of Braco Primary transfer to Crieff High School.

Details for Crieff High School are as follows:

Crieff High School
Strathearn Community Campus
Crieff
PH7 3RS
Tel: 01764 657600

Head Teacher: Mr John Donnelly

Parents of children transferring to Crieff High School will be invited to attend a transition meeting in June. Children will experience a range of induction activities as an introduction to secondary school. Throughout their Primary 7 year, children can participate in a range of activities with children from cluster primary schools, including: sports events, quizzes and a residential trip.

We work in partnership with secondary colleagues to ensure an effective transfer of information for all learners.

Pupils who have additional support needs may have an enhanced transition which may include additional visits to the school and meetings with key member of support staff.

Parents who wish their child to attend a Secondary School other than Crieff should complete a placing request form and submit it to Education and Learning, Pullar House, 35 Kinnoull Street, Perth, PH1 5GD, between January and March. Parents should receive notification of transfer to Secondary School by April of the year of transfer.

For further information about Placing in School and School Commencement Arrangements, please see Perth & Kinross Council, Education & Children's Services, Pullar House, 35 Kinnoull Street, Perth for information.

The Curriculum

Our aim in Braco School is to provide pupils with a motivating and engaging curriculum which is appropriate to each pupil's needs.

At Braco School we use A Curriculum of Excellence to offer pupils learning opportunities within Literacy, Numeracy, Health and Wellbeing, Social Studies, Technologies, Sciences, Religious and Moral Education, Expressive Arts and Modern Languages.

Language and Literacy (reading, writing, listening and talking)

Literacy is fundamental to all areas of learning, as it unlocks access to the wider curriculum. Competence and confidence in literacy, including competence in grammar, spelling and the spoken word, are advantageous for progress in all areas.

We aim to foster positive attitudes to literacy and learning by providing purposeful challenges and experiences. We do this through providing a wide range of language experiences and using a range of resources. Braco School uses a variety of resources to establish successful learning, including core material such as Oxford Reading Tree, Read Write Inc, Jolly Phonics Spelling and Grammar and access a rich variety of texts from the school library. Big Writing is used to structure writing lessons focusing on Vocabulary, Connectives, Openers and Punctuation.

Maths and Numeracy

We aim to provide our learners with mathematics that is enjoyable, motivating and engaging. Our aims are to develop computational skills with speed and accuracy whilst also developing knowledge, facts and techniques in aspects of mathematics.

Braco School uses a variety of resources to establish successful learning including core material such as Scottish Heinemann Mathematics, Big Maths and TJ Maths, as well as real maths investigations, problem solving and practical tasks. Maths games both traditional and IT based are also used to support understanding in maths across the curriculum.

Health and Wellbeing

Emotional, social and physical wellbeing are essential for successful learning.

We aim to positively develop everyone's social, emotional and physical wellbeing by fostering a safe, caring, supportive and purposeful environment that enables the development of relationships based on mutual respect.

From time to time there will be areas of the curriculum that may require parental involvement before a series of lessons begin e.g. sex education or drug awareness. In these cases, parents will be contacted prior to the lessons being taught and there will be an opportunity to view resources and discuss the programme with the class teacher should it be necessary. Core resources used are Emotionworks and Bounceback.

Social Studies

Our aim is to promote the children's knowledge of their own environment and their understanding of how it works, and to compare this environment with those of other places and times.

Projects are undertaken within the school year based on the themes of People, Past Events and Societies; People, Place and Environment and People, Society, Economy and Business. Social Studies are taught through a varied style of learning involving practical activities, visits and learning from experts, book and research type tasks as well as listening and discussion.

Sciences

Science is typically taught as a discrete subject by class teachers, though every opportunity is made to link science projects to other areas of the children's learning through a variety of interdisciplinary projects throughout the school year.

Technologies

Our technologies framework 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.

Also, as children play and learn they will develop an interest, confidence and enjoyment in ICT skills that can be transferred and applied in different learning contexts.

Braco Primary School is a 1:1 device school, as each of our learners have access to their own iPad. This allows us to use digital technologies effectively across the curriculum.

Our acceptable usage policy can be found on our school website.

Modern Languages

In Braco School pupils from Nursery to Primary 7 have the opportunity to learn French and Primary 6/7 are also introduced to a Spanish. Staff are being trained in the delivery of French through the Perth & Kinross development sessions and use The Power Language Platform to plan and deliver lessons. Lessons are taught using games, songs and practical tasks to encourage listening, speaking, reading and some writing.

Expressive Arts

Music is taught by class teachers. Children sing and learn both tuned and un-tuned percussion. They have opportunities to respond to music, describing thoughts and feelings about own and others' work. Each class regularly use the Charanga music resource to support skill development.

Mrs Fiona Chalamanda visits weekly to provide Violin tuition and group work from P3.

Mr Adam Bully, a specialist Guitar tutor visits on a weekly basis to provide tuition for P6-7 pupils.

Art and Design is taught by the class teacher and the children are given the opportunity to develop a wide range of creative skills, use a variety of media and respond to work of other artists through constructive comment.

Drama lessons are delivered by the class teacher. Children are inspired by a range of stimuli to create, express and communicate thoughts, feelings and ideas. They experiment with movement, voice and expression.

Physical Education

The children receive a minimum of 2 hours PE per week and are taught gymnastics, athletics and games skills, as well as expressive dance. Both PE lessons are taught by the class teacher.

We have the use of the Village Hall for PE twice per week, although we spend as much time as possible outdoors when delivering PE lessons.

Religious and Moral Education

The school welcomes and encourages diversity and individuality while emphasising our common commitment to moral values such as honesty, respect and equity.

We ensure all pupils have access to the full range of educational experiences available within the resources of the school. We are firmly committed to the elimination of any form of discrimination on the grounds of race, religion, gender or disability.

It is a fundamental principle of our school that all who are involved in the life of our school both have the right to be respected as individuals and carry the responsibility to act in a considerate and respectful manner towards others.

We hold a whole school Get Together on a weekly basis. Here we can share news and time together. This may include reflecting and responding to a story of religious or moral significance. A children's song may be used to join us in collective singing.

At the end of each term a service is held in the Parish Church, to which parents and friends are invited.

Under the terms of the Education (Scotland) Act 1980, "any pupil may be withdrawn by his/her parents from any instruction in religious subjects and from religious observance". Any parent who wishes to exercise this right must first discuss the matter with the Head Teacher.

Pupil Involvement in their learning

Pupils will also have the opportunity to apply and consolidate their learning through a variety of interdisciplinary projects. These projects enable the pupils to plan in partnership with the teachers to set learning intentions and areas of focus. These interdisciplinary projects are very much based on addressing the needs of the pupils in the class and offer opportunities for individual projects, co-operative learning tasks and group work with a greater emphasis on personalisation and choice.

If parents have any areas of skills or expertise and could support aspects of our interdisciplinary work, please let the school know.

Learning Outside the Classroom

We take every opportunity to use our outdoor environment as much as we can. The school garden, playground and local community are used extensively by all Braco pupils and the continual development of outdoor learning through our Forest School curriculum is a key area of focus.

School trips are planned for every class in the school each year.

Pupils also have opportunities to represent the school at a variety of regional events. All these opportunities ensure the pupils are exposed to as many high-quality opportunities and experiences as possible.

Braco Primary School delivers regular Forest School sessions at a local woodland site. Our trained Forest School Leader has created our Forest School Handbook and Policy, which can be accessed on our website.

Skills Groups

The school regularly provides opportunities to develop skills for life, learning and work. Pupils work in mixed groups with children from Nursery to primary 7. Groups work in a four week cycle on a particular skill allowing all children to experience different skills within the school year. These skills include developing Leadership and Teamwork, Digital Literacy, Health and wellbeing through Rights Respecting Schools, Creativity and Problem Solving.

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For further information about Curriculum for Excellence please see

[CfE Facfile \(education.gov.scot\)](http://education.gov.scot)

Assessment & Reporting

Assessment of pupils is an integral element of the teaching and learning process. Teachers assess often in order to plan for pupils' learning needs. Summative and formative assessment takes place within the planning period and this is recorded and evidenced. Various methods of assessment are used to gauge children's knowledge, skills and understanding e.g. observation, questioning, discussion, writing, and drawing along with standardised assessment in reading, maths and spelling and SNSAs.

Information regarding children's learning, attainment and achievement is shared with parents throughout the session by coming along to Get Togethers, performances, curriculum events and digital learning logs. The school endeavours to share information through both formal and informal communication such as news on our website, Twitter, Learning links, Digital Learning Journals, certificates home, phone calls and meetings. Parents are welcome to make appointments to discuss their child's progress at any time of the school year.

Formal parent contact evenings are held twice a year. These take the form of a 10-minute confidential meeting between class teacher and parent /carer to discuss the child's progress and future steps.

Annual written reports are issued once a year, normally in May.

In Braco School, we believe that fostering good communication between home and school is vital. We encourage families to share with the school any information which will help us ensure children are happy and cared for in school. Likewise, it is important that families are aware of any issues which arise in school concerning their child. Each child has a digital Learning journal that can be used for informal home-school communication.

Support for Pupils

Some of our pupils may need additional support at some point during their education. This may be long or short term. The support may be universal or targeted. This support may take the form of a targeted intervention programme or additional time or resources to enable progress.

Our peripatetic PPST (Primary Pupil Support Teacher) works in collaboration with class teachers and support staff to gather information to give the best support possible for the individual. Parents will be notified of any evidence gathering and permission sought for referrals to partner agencies such as Speech and Language Therapy.

If a parent or carer is concerned about their child's progress, they should contact their class teacher in the first instance who will communicate concerns with the PPST and Senior Management Team who will take it forward.

In some cases a CYPP (children's and young person's planning) meeting will be held. This is a collaborative meeting with school, home and partner agencies such as health or community link workers to devise a comprehensive plan to support a child.

If you have any concerns about the safety of a child or young person, please contact our child protection officers, Mr Craig Torrens and Miss Amelia Conway.

More information about the Education (Additional Support for Learning) (Scotland) Act 2009 can be found in the link below

<http://www.pkc.gov.uk/article/17278/Schools-additional-support->

Additional information and support for parents of children and young people with ASN can be found through the following:

- a) "Enquire – the Scottish advice and information service for additional support for learning", a charitable body registered in Scotland under registration number SC003527;

Enquire offers independent, confidential advice and information on additional support for learning through:

Telephone Helpline: 0345 123 2303

Email Enquiry service: info@enquire.org.uk

Advice and information is also available at www.enquire.org.uk

Enquire provides a range of clear and easy-to-read guides and factsheets including The parents' guide to additional support for learning.

- b) Scottish Independent Advocacy Alliance, a charitable body registered in Scotland under registration number SC033576; and
- c) Scottish Child Law Centre, a charitable body registered in Scotland under registration number SCO12741.”

School Improvement

All schools in Scotland are required to report on Standards & Quality, and Improvement Planning on an annual basis. A Summary of this report is shared with parents each year. Members of Parent Council are invited to comment on and add to this report before it is finalised and posted on our school website.

The Standards and Quality Report measures school performance against a set of national quality indicators and includes information about the main achievements of the school. The report also evaluates progress on the school's previous improvement plan.

A summary of our Standards and Quality Report can be found below:

Main improvement priorities 2024-2025

- Inclusive Practices. Improvements shall be made in the environment, daily structure, routines, learning and teaching, of young people with Additional Support Needs.
- Learning and teaching: Numeracy. Improvements shall be made in the teaching, learning and assessment of maths and numeracy across the school.
- Nurturing Schools: Through engagement in the nurturing schools programme, staff will engage confidently with ongoing training and be able to articulate how and why the development of our Nurture principles is impacting on learning, teaching and wellbeing. Our learners will demonstrate increased autonomy and affiliation, while learning strategies to aid inclusion and respect.

A review of the attainment data for session 2023-2024 in June 2024 has highlighted the following key points:

Assessment data has been used across the year to measure and identify gaps in pupil attainment. This data has been used to effectively target additional resources and staffing to accelerate progress.

At Braco Primary School, the majority of children are making good progress in their learning and are attaining well in Literacy and in Numeracy. Pupils with Additional Support Needs were well supported with regular planning meetings in place to ensure that their needs were met effectively and timeously.

- All of our P1 pupils have achieved Early Level in Talking and Listening, Writing and Reading, with most also achieving Early Level in Numeracy.
- Most P4 pupils achieved First Level in Talking and Listening, Reading, Writing and Numeracy.
- Most of our P7 pupils have achieved Second Level in Talking and Listening, Reading, Writing and Numeracy.

Attainment across the school is generally strongest in Talking and Listening and Reading. Pupils with Additional Support Needs continue to be well supported with regular planning meetings to ensure that their needs have been met effectively. Targeted support has been in place for those that require it, with almost all parents saying they knew how well and how much their child was learning in class. (April 2024 Parent Survey) Parents commented that Braco school provided meaningful experiences through which their child learned, and children had

ownership of their learning. (April 2024) Our attendance for the school has improved this academic year by 2.6%, and we will continue to work closely to support our families. Our Community Link Worker and partner agencies work with us and families to improve attendance.

Our attendance for the school has improved this academic year from 93.3% in 2021/22 to 95.5% in 2022/23, and we continue to work closely with our families, Community Link Worker and partner agencies to support positive attendance.

LEARNING

The teaching at Braco has been described as vibrant and supportive in our recent parent survey.

This year we have been fortunate to be gifted 17 iPads from the Ardoch Development Trust. Being a 1:1 digital device school has allowed our learners to engage in a wide range of digital learning, and staff have attended professional development opportunities to maximise use of these. Our children know how to keep themselves safe online and we have supported our parents in online safety through a child led Get Together and a curricular digital evening.

All teaching staff have engaged in a Perth and Kinross Inspiring Schools professional development opportunity. This has involved collaborative learning around support and challenge, where practitioners were challenged to widen their knowledge and understanding of differentiation practices and critically reflect on their thinking and practice. This improvement of differentiation has been noted by senior leadership when conducting class observations.

In addition to this teaching staff have worked collegiately with LMG colleagues to further enhance their practice by visiting other local schools and engaging in professional dialogue about differentiation. This included visits to our local secondary school. Staff welcomed these opportunities of observation and discussion.

We have continued to work closely with partners to provide learning experiences across the curriculum for all learners. This has included class trips to Dundee Science Centre and The Transport Museum, along with a visit to Bannockburn, Wallace Monument and our very own Roman Fort! 100% of parents who responded to our School Improvement questionnaire said they saw the value in school trips to enhance learning.

We have had a range of after school activities including Ardoch Strings, Art, Knitting, Run and Bowling Clubs, along with a lunchtime Chess Club. The majority of our P3 – 7 children have violin tuition this year with Mrs Chalamanda. 100% of parents who responded to our School Improvement questionnaire felt their child was involved in school life.

All learners regularly undertake Forest Schools and we continue to ensure that we provide learners with high quality learning experiences. Pupils made comments such as 'I love forest school' and 'I have enjoyed forest school and how to make a fire carefully' We have several parents and community members that attend our forest school sessions and have commented on the resilience of our young people when outdoors and the enjoyment and varied learning that takes place.

School Policies & Practical Information

A full list of school specific policies can be found on our website:
[Braco Primary School and Nursery | Include – Inspire – Achieve](#)

School Transport

For information on Free school transport please see link below

www.pkc.gov.uk/article/17284/Schools-transport-and-trips

Anti-Bullying

We take allegations of bullying at Braco school seriously and would urge you to report bullying behaviours directly to the Headteacher.

Please see link below for further information from PKC

https://www.pkc.gov.uk/media/40989/Anti-Bullying-Strategy/pdf/Antibullying_Strategy_1

Positive Relationships

At Braco School we believe in creating a positive environment for all to work in. As well as developing a caring attitude towards each other, the children are encouraged to foster a positive awareness of the needs of others.

Braco School employs a system of positive reinforcement to encourage the best from our pupils.

If negative behaviour occurs, then the children will restore any harm done through a restorative conversation which enables all those involved the opportunity to have their voice heard.

Parents /carers will always be kept informed of issues arising.

Uniform

The school uniform consists of:

Girls: Navy blue pinafore, skirt or trousers, light blue polo shirt, navy blue sweatshirt, jumper or cardigan.

Boys: Navy blue trousers or shorts, light blue polo shirt, navy blue sweatshirt or jumper.

Gym Kit: Navy shorts, light blue t-shirt, black gym shoes

Navy school sweatshirts, light blue polo shirts, navy school coats, navy school bags navy book bags and red gym bags (all with our embroidered logo) are available to order online from School Trends Website. Uniform is also available through 'Logo Embroidery Scotland'. Orders can be made through sylvialauder85@gmail.com

Red sweatshirts are also available for Nursery pupils.

All items of clothing should be clearly marked with the child's name.

In the interests of safety all jewellery must be removed during PE lessons. Security of removed jewellery is the responsibility of the child. School cannot accept any responsibility for lost jewellery.

If you would like assistance applying for funding to help with uniform costs, please contact the school.

Homework

Homework is an important and valuable activity for both pupils and parents.

At Braco School we follow the advice from the Scottish Office in setting homework tasks appropriate to the age, stage and ability of our pupils.

Homework is an important feature of promoting good study habits at home and can take the form of any curricular area and should reinforce the learning in the classroom.

The co-operation and support of parents is sought to aid their child in the completion of homework.

Please see our homework policy on our school website.

School Lunches

School lunches and snacks are provided by Tayside Contracts. More information regarding Tayside Contracts, including meal choices and dietary information can be found on their website:

[School Catering by Tayside Contracts](#)

At present school lunches are free for Nursery and P1-5, snack in Nursery is also free.

Information regarding eligibility for free school meals for P6-7 pupils can be found on Perth and Kinross Council's website:

<http://www.pkc.gov.uk/freeschoolmeals>

There is also information available regarding how to apply for a school clothing grant for pupils P1-7, where parents / carers qualify to do so (are in receipt of particular benefits etc.).

Payment for lunches should be made using Parent Pay.

Lunches are eaten in Braco Village Hall, located across from the school building.

Timings of the Day

9am: Morning bell for all children (including nursery)
10:45-11am: Morning Interval
12:15-1pm Lunch Break
3pm: end of the school day for all children (including nursery)

Pupil Council

The Pupil Council works in partnership with the Head Teacher, Principal Teacher and all school staff to ensure pupils are included in decision-making processes.

Pupils apply and are interviewed to be on the pupil council each year and work towards making the school a better place for all.

The following charter was written with these aims in mind.

PUPIL COUNCIL CHARTER

At Braco Primary School, the Pupil Council will endeavour ...

- To make sure everyone's voice is heard
- To improve learning and social activities in school
- To take care of and respect our environment
- To make changes that will help the whole world and enable us to be Global Citizens
- To help children be happy so that everyone wants to be in school

School closures

Information on School closures can be found on <http://www.pkc.gov.uk/schoolclosures>

If the school or nursery is going to close unexpectedly, an email will be sent directly to parents and the information will be posted on Learning Journals. Our Parent Council Chair will also be contacted as soon as possible.

Name of Child Protection Officer

Child protection officers at Braco school are: **Mr Craig Torrens (Acting Headteacher) and Miss Amelia Conway (Acting Principal Teacher).**

GIRFEC

Getting it right for every child (GIRFEC) is the Scottish Government's approach to promoting the wellbeing of children and young people. Wellbeing is described by 8 'indicators':

Safe Healthy Achieving Nurtured Active Respected Responsible Included

These eight words help everyone to understand wellbeing in the same way and use the same language to talk about it. Sometimes the initials of the words are used, and the wellbeing indicators are referred to as SHANARRI.

The vast majority of Scotland's children and young people get all the help and support they need from within their families and their wider, local communities. But at times a child, young person or family might need extra help or support. The GIRFEC approach aims to make it as easy as possible for any child or young person (and their parents) to get the help or support that they need. Within schools, key staff are available to children, young people and their parents/carers to provide help, advice or support should they choose to make use of it.

The Child or Young Person's Plan is one single plan which coordinates all the services and agencies involved in supporting a child/young person, and will help ensure that everyone works together to deliver better outcomes for the child or young person who needs additional support and their family.