

# Sgoil-àraich Bun-sgoil Ghàidhlig Inbhir Nis



## Early Learning and Childcare 2020/21

Bun-sgoil Ghàidhlig Inbhir Nis  
Sir Walter Scott Drive  
Slackbuie  
INVERNESS  
01463 725980

## Fàilte / Welcome

A phàrant chòir,

We look forward to welcoming your child to Sgoil-àraich Bun-sgoil Ghàidhlig Inbhir Nis. Sgoil-àraich provides many children with their first association with Bun-sgoil Ghàidhlig Inbhir Nis and the wider Gaelic community. Our aim is to provide our pupils with a wide variety of stimulating and fun experiences in an entirely Gaelic environment, thus creating a language rich setting where children embrace and absorb the Gaelic language naturally and fluently.

An extremely important aspect of school life at Bun-sgoil Ghàidhlig Inbhir Nis is the good relationship that exists between the school, the parent body and the community. Our school family is made up of pupils, staff, parents and the wider community we serve and I am very happy to welcome you into this family.

Having recently celebrated ten years since we opened the doors to children, we aim to continue to work in close partnership with you, so that your child may reach his/her fullest potential at Bun-sgoil Ghàidhlig Inbhir Nis.

If you require any further information or advice, please do not hesitate to contact us.

### **Mrs Lena Walker**

Head Teacher

Bun-sgoil Ghàidhlig Inbhir Nis

Sir Walter Scott Drive

Slackbuie

INVERNESS

Tel: 01463 725980

[bsgi@highland.gov.uk](mailto:bsgi@highland.gov.uk)

<https://bunsgoilghaidhliginbhirnis.wordpress.com>

## Amasan na Sgoile / Vision, Aims and Values

**Vision** - To encourage our pupils as Gaisgich Òg na Gàidhlig / Gaelic Ambassadors who are proud to be bilingual learners through the medium of Gaelic.

**Values** – Coimhneas – Kindness                      Dòchas – Hope  
                    Spòrs – Fun    Deònach – Eager/diligent

A school community where everyone is valued and we engage with our wider community

A climate of positive behaviour and respect for all

**Aims** – Create a climate of Gaelic language and culture

Ensure our curriculum enables all learners to fulfil the purposes of the Curriculum – Confident Individuals, Successful Learners, Responsible Citizens and Effective Contributors

Motivate children through stimulating learning experiences, celebrating achievements and personal successes

## **Luchd Obrach na Sgoil-àraich / Early Learning and Childcare Staff**

### **School Management Team**

Head Teacher – Mrs L Walker  
Acting Depute Head Teacher – Mrs A Bartlett  
Childcare Manager – Mrs E Murray  
Principal Teacher – Mrs M Nicholson  
Early Years Education Support Officer – Mrs R MacLean

### **Early Learning and Childcare Team**

Senior Early Years Practitioner - Mrs T MacKintosh  
Senior Early Years Practitioner - Ms F Bernardi  
Early Years Practitioner - Mrs K MacDonald  
Early Years Practitioner - Ms M McIntyre  
Early Years Practitioner - Mrs K Sanderson  
Early Years Practitioner - Mrs F Purdie  
Early Years Practitioner - Mrs A MacDonald  
Early Years Practitioner - Ms S Gillies  
Early Years Practitioner – Miss L Nicolson  
Early Years Practitioner – Mrs S Cook

Out of School Care Auxiliary - Mrs C Peteranna  
Out of School Care Auxiliary - Mrs M Smith  
Out of School Care Auxiliary – Ms M Wetton

## **Clàradh / Enrolment**

Enrolment for Early Learning and Childcare takes place in February/ March each year. Enrolment guidance and forms can be found online at:

[https://www.highland.gov.uk/info/878/schools/11/school\\_enrolment](https://www.highland.gov.uk/info/878/schools/11/school_enrolment)

All 3 and 4 year olds are entitled to funded Early Learning and Childcare. Forms are available from the school office for parents to complete if they wish to purchase additional hours. Please note a charge will be made per session in line with current childcare fees. Parents will be expected to make a commitment for an agreed number of hours per week. Further information can be found on the Highland Council website:

<http://www.highland.gov.uk/learnignhere/EarlyLearningandChildcareandpre-school/>



## **Uairean / Opening times**

Bun-sgoil Ghàidhlig Inbhir Nis offer childcare on an hourly basis between the hours of 8.00am and 5.45pm, allowing parents to request a pattern of hours which best suits their individual needs. Although we cannot guarantee to meet all requests, we will do our best to match our childcare provision to your needs.

Childcare over and above your government funded hours will be charged on an hourly basis. Information on charges can be found within our childcare registration packs. If you wish to access self-funded hours, you will need to complete a separate registration form.

Lunches at Bun-sgoil Ghàidhlig Inbhir Nis are very popular. If you wish your child to have lunch in our centre, they can receive a Highland Council school lunch. Lunches are charged at the standard school rate (£2.30). Families who meet the criteria for Free School Meals should complete an application form which can be collected from the main school office.

## **Frithealadh / Attendance**

Please help your child benefit from regular attendance at sgoil-àraich. This helps him/her to develop friendships, gain in confidence and prepare for school.

Regular attendance is vital to a child's progress. We would appreciate it if parents could contact the sgoil-àraich if his/her child is absent for any reason. **Please inform the sgoil-àraich of your child's absence within 30mins of their usual start time.**

An adult should accompany children to and from sgoil-àraich and we ask that you complete the signing in sheet, writing clearly the name of the adult picking the child up. This is a child protection procedure and ensures that staff have the most up-to-date information regarding your child. Please inform a member of staff if a friend or relation who is unknown to the staff is collecting your child. You will be required to set up a password for your child if someone unknown to staff will be collecting your child.

The sgoil-àraich operates term-time only. The annual school calendar can be found here:

[https://www.highland.gov.uk/info/878/schools/32/school\\_term\\_dates](https://www.highland.gov.uk/info/878/schools/32/school_term_dates)

## **Poileasaidh Tinneas / Sickness Policy**

Sgoil-àraich Bun-sgoil Ghàidhlig Inbhir Nis has set in place the following policy for the benefit of all children and parents who use the sgoil-àraich. The sgoil-àraich asks parents/carers not to send children in when they are unwell or suffering from symptoms of sickness.

Sgoil-àraich staff would also appreciate if parents/carers would refrain from sending their children to sgoil-àraich until 24 hours after they have recovered from any illness, 48 hours in the case of vomiting or diarrhoea. The aim of the policy is to prevent the spread of infection amongst children and staff.

### **Vaccinations**

Is your child up-to-date with their vaccinations? Children receiving out-of-home care, including Early Learning and Childcare and playgroup, have more opportunities to come into contact with infections. Please ensure your child has been immunised and contact your Health Visitor/GP for further advice.

### **Medications**

Please inform a member of the team immediately should your child require any medicines while at sgoil-àraich. All medicines must be prescribed by a doctor. They will be labelled and stored in a secure area where children cannot access them.

## Curraicealam airson Sàr-mhathais / A Curriculum for Excellence

The curriculum of the sgoil-àraich, language aside, is the same as that of all the other nurseries in terms of methodologies and content.

Staff speak with children in Gaelic predominantly but English may be used during the first few weeks to reassure and settle children and to inform them of health and safety matters.

We are embracing the Curriculum for Excellence which aspires to enable all children to become:

- Successful Learners
- Confident Individuals
- Responsible Citizens
- Effective Contributors

Our sgoil-àraich aims to do this by providing structure, support and direction to young people's learning, and our curriculum will enable children to develop each of these capacities. We also aim to complement the important contributions of families and communities and parents.

The curriculum offers a wide range of learning opportunities and experiences to promote your child's emotional, personal and social development as well as encouraging intellectual, physical and creative skills. Through play activities and learning by example your child will develop positive attitudes to self and others.

At this stage of development, children are active, curious, talkative and imaginative. Our staff will provide interesting and challenging activities in order to maintain children's interest and enthusiasm for learning.

An emphasis is placed on learning rather than teaching. The sgoil-àraich staff are facilitators of learning - providing materials, experiences and opportunities that challenge and interest children. They are committed to assisting children to develop the necessary skills for a smooth transition into formal education. Development of respect for others, co-operation, independence, a love of learning, self-confidence and pride are skills which are promoted in readiness for school.

## **Slàinte agus Sunnd / Health and Wellbeing**

Learning in Health and Wellbeing ensures that children develop the knowledge, understanding, skills and attributes which they need for mental, emotional, social and physical wellbeing now and in the future. Children should feel happy, safe, respected and included in our Early Learning and Childcare. Good health and wellbeing are essential to effective and successful learning.

### **Social and Emotional Wellbeing**

- Children are encouraged to make choices and develop their interests.
- Communicate their needs and express their feelings.
- Children will learn to make friends and will learn to respect others and learn about other people.
- They will contribute effectively.

### **Physical Wellbeing**

- Develop movement skills
- Take part in daily energetic play opportunities both indoors and outdoors.
- Learn to control their bodies and develop an awareness of space.

### **Food and health**

- Learn about their bodies and become aware that being active is good for them.
- Enjoy preparing and tasting a range of foods.
- Learn how different foods keep us healthy.
- Learn to look after their bodies and understand growth and development.

### **Safety Awareness**

- Children will have opportunities to learn how to keep themselves and others safe.
- Become aware of danger.
- Learn that some substances are harmful.
- Understand the impact of their behaviour





## Litearrachd agus Gàidhlig / Literacy and Gàidhlig

Literacy is fundamental to all areas of learning as it unlocks access to the wider curriculum. Staff at Bun-sgoil Ghàidhlig Inbhir Nis provide an environment rich in language. There are plenty of opportunities for children to spend time with stories, literature and other texts to enrich their learning, develop their language skills and enjoyment for language.

### **Writing**

- There are opportunities for all children to explore interesting materials for writing.
- They can develop and learn different ways to record their experiences, feelings, ideas and information.
- Children are able to observe the staff model writing in a range of situations

### **Reading**

- Every child will explore sounds, letters and words in play situations and discover how they work together to develop their reading skills.
- Children are encouraged to explore a variety of ways of finding useful or interesting information.
- They enjoy stories, books and other texts, allowing them to investigate characters and events.

### **Listening and Talking**

- Children are encouraged to listen, talk and develop their conversation skills.
- They can explore and have fun with patterns and sounds of language and are encouraged to use what they learn.
- All children are encouraged to ask questions and participate in discussions.
- They have opportunities to share their experiences, feelings, ideas and information.
- Your child will develop their vocabulary and use of language to express themselves.



## Matamataig / Mathematics

Being numerate helps the children to function responsibly in everyday life and contribute effectively to society. Maths is a life skill that supports all areas of learning, allowing children to access the wider curriculum. Staff provide real life experience for children to use their numeracy skills.

- There are plenty of opportunities to play and have fun with numbers in meaningful contexts.
- Children can investigate order, patterns, size, coins and the time.
- They are able to experiment with 2D and 3D shapes.
- Children are encouraged to use the language of maths through play and working together to solve problems.
- Apply their knowledge in a range of situations



## Ealain Chruthachail / Expressive Arts

This area of the curriculum includes; art and design, music and dance, and drama and role play.

- Children can recognise and represent their feelings and emotions and those of others.
- Expressive arts help children to shape their sense of personal, social and cultural identity.
- Children can be creative and are able to express themselves in different ways.
- They will be able to participate and experience the energy and excitement in performing and presenting to different audiences.
- Children learn the Gaelic language through song and rhyme.
- Children will be developing an appreciation of aesthetic and cultural values, identities and ideas.
- Your children will be able to communicate ideas using a variety of media.
- They will be using singing and musical instruments to explore sounds and express thoughts and feelings.
- Each child will experience the freedom to move rhythmically and expressively.
- They will be using drama to explore real and imaginary situations.



## Eòlas Creideamh agus Mòraltachd / Religious and Moral Education

- Children will be developing a responsible attitude to other people and their beliefs.
- Staff provides an environment that enables all children to learn about beliefs, values, practice and traditions of different religions.
- Children will develop their own moral values such as wisdom, justice, compassion and integrity.
- They have fun exploring stories, images, music and poems to help them become familiar with Christianity and other world religions.
- They will be developing an understanding of what is fair and unfair and the importance of caring for, sharing and co-operating with others.
- Children will be developing their awareness of the importance of celebrations, festivals, and customs in the lives of Christians and other religious people.



## Saidheansan / Sciences

- Children can develop their interest in and understanding of the living, material and physical world.
- They can develop and practise a range of inquiry and investigative skills.
- Children can observe living things, learn how to care for them and become aware of their similarities and differences.
- Children will investigate weather, seasons and the different forms and uses of water.
- Through creative play they will have opportunities to explore different materials.



## Cuspairean Sòisealta / Social Studies

- Children develop their understanding of the world by learning about other people and their values in different times, places and circumstances.
- They develop their understanding of the environment to help them become responsible citizens.
- Children will be involved in investigating, exploring and discussions to make sense of the world around them.
- Staff provide opportunities for children to develop an awareness of sustainability and enterprise to enable them to become involved in their local community and wider world.
- Encouraged to explore and care for the natural environment.
- Through exploring their local community they will learn about the different roles that different people play and how they can help us.
- Through play they will experiment with imaginative ways to represent the world around them.
- They will learn how to make decisions and choices which show consideration for others and the world around them.
- Children will be given opportunities to find out about people and events which help them to make a link with the past.





## **Teicneòlas / Technologies**

- Learning in the technologies enables children to be informed, skilled, thoughtful, adaptable and enterprising citizens.
- They become involved in challenging activities such as research, problem solving and exploration of new and unfamiliar concepts.
- Children can explore technologies, discovering what they can do and how they can help us.
- Learn how to reuse and recycle resources to help care for the environment within Early Learning and Childcare and the wider community.
- They will become confident and develop and interest in using a range of technologies.



## **Measadh / Assessment and Record Keeping**

Children are observed on an ongoing basis as they play and participate in activities in order to ascertain what they can do and identify next steps.

Observations are recorded in a your child's Learning Profile which goes with your child into Primary 1. Staff will able complete a Developmental Overview with your child and progress will be shared with you. More information on the purpose and use of the Developmental Overview can be found here:

<https://bumps2bairns.com/preschool-children/>

## **Bruidhinn ri Luchd-obrach / Consultations with Staff**



Parents are invited to discuss any issues or areas of concern with members of the sgoil-àraich team.

When your child enrolls in sgoil-àraich, they will be assigned a Key Worker. The Key Worker has responsibility for collating observation information, linking with parents or other professionals and ensuring that strategies to support learning are implemented and evaluated. They do not take sole responsibility for working with a group as this is shared by every key worker so that children have the opportunity to get to know all the staff.

Sgoil-àraich staff are available before and after each session, should any parent wish to speak to a member of staff on an informal basis.

Parents are welcome to make an appointment with any member of the sgoil-àraich team should they wish a more formal meeting.

In addition to this parent's consultations will be held throughout the year.

Parents are also invited into the sgoil-àraich to share a session with their child/ren as well as parental involvement opportunities. This allows you to see how learning takes place, Gàidhlig acquisition in the immersion environment and to see interactions with others in the sgoil-àraich environment.

## **Ag obair còmhla ri Pàrantan / Parent Partnership**

As the main educators of your children, you hold a wealth of information about how your child learns and we look forward to working with you. We value this knowledge highly and seek parental partnership and involvement in our sgoil-àraich.



We welcome parent help in the sgoil-àraich. If you can assist in any way please give details to the sgoil-àraich staff.

Please take time to read the notice board located in the sgoil-àraich cloakroom, where information on planning for the week ahead, up coming outings, parent's nights and other activities will be displayed.

Each child is given an individual box/folder where staff place all correspondence from the sgoil-àraich and any work your child would like to take home. A regular sgoil-àraich newsletter shall be issued along with the whole school newsletter. We also use Class Dojo to communicate with parents and you will be issued with a unique code when your child starts.

Here are some ways of promoting your child's learning at home:



- Read to your child daily;
- Look out for and read environmental print



- Encourage your child to listen to music and sing/retell songs and rhymes;
- Talk your child and answer any questions they may have;
- Encourage your child to ask questions;
- Encourage your child to express themselves through art, music and imaginative play;



- Encourage your child to dress and undress themselves;
- Encourage your child to care for toys;
- Encourage your child to tidy up;



- Set the table, count items when shopping

### Aodach & Brogan /Clothes & Shoes

We recommend that comfortable clothing and footwear is worn to enable children to move around the nursery freely and comfortably.

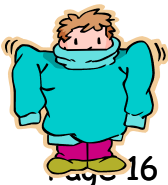


Children should also be provided with waterproof clothing e.g. jackets, wellies/suitable footwear as outdoor activities are central to the children's learning and play; with a period of outdoor play being offered every day, weather dependent.



Can parents ensure that all children are provided and **wearing indoor shoes** before entering sgoil-àraich. When children take part in outdoor play they will change into outdoor shoes.

Children playing in water will frequently manage to get wet despite protective clothing. In instances such as these and with 'toilet accidents' the nursery staff will change your child, in an effort to ensure their comfort.





We would be very happy to receive any second hand clothing to store in sgoil-àraich. It is very handy to have a stock in the event of any accidents during sgoil-àraich or to build up resources in our dressing up box.

**NB: Please write your child's name on all their clothes and shoes.**

Although we provide aprons for messy play, children may still get paint and/or glue on their clothes. Therefore, it would be advisable not to dress children in their 'good clothes' as we cannot be held responsible for any damage. Please remember this when dressing your child for sgoil-àraich.



Children will require appropriate outdoor clothing and footwear.



T-Shirts and sweatshirts printed with the school logo are available to buy. Please contact the school office for a uniform order form.

**Biadh / Snacks**

A variety of healthy foods are offered which will include fruit and milk or water. We do not give the children any kind of juices. All food and drink will be free of artificial colouring and additives, where possible.



It is important that you inform us if your child has any allergies. During their time at sgoil-àraich the children will gradually play an active part in preparing and serving their snacks, some of which may be produced during their baking and making activities.

**Poileasaidh Modh / Promoting Positive Behaviour Policy**

Our sgoil-àraich positive behaviour policy is based on valuing every child and supporting our children to make good choices regarding their behaviour. We have high expectations of children's behaviour and learning, and we use praise effectively.

We have a clear code of behaviour, which is consistently applied by staff and understood by children. Behaviour/achievements which have been exceptionally good will be rewarded with a good news certificate to bring home.



The child created sgoil-àraich rules are: kind hands, walking feet, listening ears and we look after toys.

Anns an Sgoil-àraich, tha ar làmhnan coir, càsan a'coiseachd, cluasan ag èisteachd agus agus bidh sinn a' coimhead as dèidh toidhs

We respond to distressed behaviour in a caring and sensitive manner and in partnership with parents. We provide positive role models with regard to friendliness, care and courtesy.

### **Poileasaidh Dìon Chloinne / Child Protection Policy**

All educational establishments and services must take positive steps to help children protect themselves. Programmes of health and personal safety are central to the curriculum and should have in place a curriculum that ensures that children have a clear understanding of the difference between appropriate and inappropriate behaviour on the part of another person, no matter who. We work with the Safe, Strong and Free group to support this aim.

Schools must create and maintain a positive ethos and climate which actively promotes child welfare and a safe environment by:

- Ensuring that children are respected and listened to
- Ensuring that staff are aware of child protection issues and procedures
- Establishing and maintaining close working relationships and arrangements with all other Agencies to make sure that professionals collaborate effectively in protecting children.

From time to time incidents within the nursery setting which cause concern and could indicate that a child is suffering from some form of abuse. Should any member of staff have concerns regarding the welfare or safety of any child they must report these concerns to the Head Teacher.

In the terms of Highland Council Child Protection Committee Inter-agency Protection Guidelines, Education Service staff have to report incidents to Social Work Services which can lead to a joint Social Work/Police investigation. Confidentiality is superseded by the Council's Protection Guidelines. All agencies involved in child protection regard the welfare of children as paramount and this will be their priority. A copy of the Child Protection Policy is available, on request, from the Head Teacher.

More information about Child Protection procedures within Highland can be obtained here:

<http://hcpc.scot/>

## **Getting it Right for Every Child**

The sgoil-àraich works closely with other agencies. The aim is to ensure that we have the right services for your child at the right time.

If it is believed your child's immediate safety is at risk, we can share their information without consent, enabling us to deal quickly with any potential situation, e.g. child protection issues or emergency medical procedures where parents are not present.

## **Gearain / Complaints Procedure**

In the sgoil-àraich we are committed to providing the best possible environment for your children to grow and develop. If you have any complaints we would appreciate if you would contact a Senior Early Years Practitioner in the first instance. Should you feel that you are unable to do this then please make an appointment to contact the Head Teacher to discuss the matter in further detail.

We constantly review our practice and policies and are inspected regularly by the Care Inspectorate (CI)/Social Care and Social Work Improvement Scotland (SCSWIS) and by Her Majesty's Inspectors of Education. We always keep parents fully informed of the inspection process.

If you need to contact the Care Inspectorate/SCSWIS the address is:

Scottish Natural Heritage  
Great Glen House  
Leachkin Road  
INVERNESS  
IV3 8NW

Tel: [0345 600 9527](tel:03456009527)

The Care Inspectorate is a national body with statutory powers which took over the role of the Care Commission on 1<sup>st</sup> April 2011. CI/SCSWIS has responsibility for the regulation of care services in Scotland, including nursery provision.

A set of care standards has been drawn up and a representative of the regulator will visit the sgoil-àraich to look at some of these standards. CI/SCSWIS has also set up a system for users and staff to express any concerns or complaints. Details of how to use this service can be found on our notice board.



## Glusad gu Clas 1 / Transition into Primary 1



This is a very important time for both you and your child and we aim to ensure a smooth transition for your child into Primary 1.

Here is an outline of the main activities in place to support induction into Primary 1.

In order to make the transition into Primary 1 as happy as possible your child will take part in the following activities:

- ☺ Join Primary 1 in the playground for some playtimes;
- ☺ Visit Primary 1 classroom;
- ☺ Share activities with their 'buddies' (an older child in Primary 6 who will help and support them in Primary 1)
- ☺ Participate in our 'Onery' sessions where children from sgoil-àraich and Primary 1 learn through weekly planned activities.

Events for Parents:

- ☺ During the month of June parents will be invited to an information session. There will be an opportunity for discussion about Primary 1.
- ☺ During the month of June there will be an invitation for you to share a school lunch with your child.
- ☺ You will be notified, by letter, of when and where to arrive for the new start of the session.

## **Droch Shìde / Adverse Weather**

Bun-Sgoil Ghàidhlig Inbhir Nis seirbheis fiosrachadh fòn/ Telephone Information Service.  
Stiùreadh do Phàrantan/Guidance for Parents.

Schools have a dial-in service if there is a risk of closure due to adverse weather. This allows parents to listen to a recorded message from the Head Teacher.

When severe weather warnings are received we will endeavour to keep the system updated.

### **How to use the service**

- Dial Highland Council's access number – **0800 564 2272**
- Now enter the pin number - 04 3280
- You will hear the school's name
- Press 1 to hear the school's message

If for any reason it becomes necessary to close the nursery earlier than usual you will be contacted by telephone. The Education Department advice regarding bad weather is issued to parents annually and is displayed on the nursery notice board.

### **Please note**

Although the information in this handbook is correct at the time of printing, there could be changes affecting any of the matters dealt within it, either before your child's placement begins or during the course of their placement. The management team will tell you of any important changes to the information. (November 2019)

Thank you for reading our handbook. We hope you found it useful and informative.

We hope that as parents/carers you will find our sgoil-àraich a friendly, welcoming place, where your children will spend many happy hours!