



Leabhran na Sgoil-àraich 2017/2018

Nursery Handbook

Fàilte!
Welcome!

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Fàilte! Welcome!

Ann am Bun-sgoil Shlèite agus anns an sgoil-àraich tha sinn daonnan trang - chan eil sinn uair sam bith nar tàmh. Is sinne a' chiad sgoil Ghàidhlig ann an Alba le roinn Bheurla. Anns an leabhran seo, gheibh sibh fiosrachadh mu dheidhinn an sgoil-àraich – ach na bithibh leisg fios a chur thugainn le ceist sam bith eile a bhios agaibh!

Hazel Morrison, Ceannard – Headteacher

*Here at Bun-sgoil Shlèite and nursery we are very busy - nothing and no-one stands still for long!
Bun-sgoil Shlèite is Scotland's first Gaelic medium school with an English department. In this handbook, you will find information about the nursery, but be sure to contact us if you have any further questions.*

Sgoil-àraich Shlèite – Sleat Nursery

**Sleat
Isle of Skye
IV44 8RF**

www.bunsgoilshleite.com

01471 844326 (Sgoil/School)

bunsgoil.shleite@highland.gov.uk

Luchd-Obrach - Staff

Ceannard Head Teacher

Mrs Hazel Morrison

Luchd-obrach
Gaelic Early Years Practitioners

Mrs Marion MacKay
Mrs Sandra MacNeil

Luchd-obrach
English Early Years Practitioners

Mrs Julia Dawber
Mrs Wendy Morrison

Uairean Sgoil-àraich - Nursery Opening Hours

Seasan na Maidne (Gàidhlig)
Gaelic Morning Session:
Seasan am Feasgar (Beurla)
English Afternoon Session:

Diluain gu Dihaoine
Monday to Friday 08.50am to 12.00pm
Diluain gu Dihaoine
Monday to Friday 12.15pm to 3.25pm

Amasan na Sgoile - Aims of the School

Tha sinn ag amas air àite tèarainte, inntinneach far am bi a' chlann toilichte, sàbhailte. Bidh sinn a' brosnachadh ur leanaibh gu bhith a' tighinn air adhart na bhodhaig agus na inntinn, gu sòisealta agus gu corpora le bhidh leantail an Curaicealam airson Sàr Mhathais a tha leasachadh foghlam air feadh Alba le bhidh cuir air dòigh foghlam sùbailte, slàn bho aoisean 3 gu 18.

*We aim to provide a safe and stimulating environment in which your child feels happy and secure.
We will encourage your child to develop his/her emotional, social, physical, creative and intellectual attributes by engaging with the Curriculum for Excellence which aims to achieve a transformation in education in Scotland by providing a coherent, more flexible and enriched curriculum from 3 to 18.*

Bidh sinn a' brosnachadh ur leanaibh gu bhith a' faireachdainn math mu deidhinn fhèin is daoine eile agus cuidichidh sinn e gu bhith a' tighinn air adhart a thaobh misneachd is fèin spèis.

We will encourage your child to develop positive attitudes to self and others and help him/her to develop confidence and self-esteem.

'S an Sgoil-àraich tha sinn ag amas air comas labhairt sìmplidh ann an Gàidhlig a thoirt do chloinn à dachaighean gun Ghàidhlig agus comasan na cloinne le Gàidhlig a dhaingneachadh is a leudachadh.
In the Sgoil-àraich we aim to provide children from non-Gaelic backgrounds with basic oral competence in Gaelic and to reinforce and develop the existing skills of Gaelic speaking children.

Bidh measgachadh de chothroman ann gus am bidh ur phàist' an sàs ann an cluich a tha inntinneach agus dùblanach.

We will provide a variety of opportunities for your child to engage in stimulating play.

Bheirear taic an còmhnaidh dhan leanabh agad gus comas a bheachdan is fhaireachdainnean a chur an cèill agus a leudachadh ann an caochladh dhòighean.

Support will be given at all times to help your child extend his/her abilities to communicate his/her ideas and feelings in a variety of ways.

Tha sinn ag amas air a bhith a' co-obrachadh còmhla ri pàrantan agus tha co-ionnanachd chothroman ann dhan h-uile duine agus chan eil duine air fhàgail air an iomall.

*We aim to work in partnership with parents in order to provide quality provision.
We have a commitment of equal opportunities and social inclusion for all.*

Bu mhath leinn gum biodh an Sgoil-àraich mar phàirt dhen choimhairsnachd agus chuireamaid fàilte air daoine tadhal air an Sgoil-àraich agus air a' chloinn a bhith a' tadhal air caochladh àiticheadh sa choimhairsnachd.

We would like our Nursery to be an integral part of our community and would encourage visitors to the Nursery and visits by the children to a variety of places in our community.

Tha siostam èifeachdach againn gus feumalachdan leasachaidh an luchd-obrach aithneachadh, a rèir stiùireadh ionadail is nàiseanta, agus tha an luchd-obrach air am brosnachadh gu bhith a' frithealadh chùrsaichean iomchaidh ann an co-cheangal ris a' Cheannard agus tidsearan fo aois Sgoile.

There is an effective system for the identification of staff development needs, in keeping with national and local authority guidelines and staffs are fully encouraged to attend relevant courses in liaison with the Head Teacher and the Principal Teachers of Pre-school.

Mar sgoil-àraich a' tha riodachadh fhèin ann an dòigh fallain, tha sinn cuideachd a' brosnachadh dòighean fallain is slàn na corp is ceann.

As part of a health promoting school, we will also encourage and promote healthy eating, regular exercise and help to develop a sense of well-being.

Tha sinn ag amas air na h-ìrean Nàiseanta Cùram (Foghlam Tràth agus Cùram Chloinne suas dha aois 16.) Tha sinn a' cleachdadh 'Child at the Centre' gu tric mar dòigh fèin-mheasadh a' dhèanamh.

We aim to meet the National Care Standards (Early Education and Childcare up to the age of 16). We use 'Child at the Centre' in an ongoing way, for Self-Evaluation.

Gheibh clann fo aois sgoile (3 no 4 bliadhna a dh'aois) an cothrom còig seasannan anns an sgoil-àraich Ghàidhlig sa mhadainn no san sgoil-àraich Bheurla air an fheasgair tron t-seachdain.

Pre-school and 3 year old children are offered 5 sessions either in the Sgoil-àraich in the mornings or in the Nursery in the afternoons. Although, more flexible arrangements are available. Please speak to the headteacher for more information.

Tuilleadh Fiosrachadh – More Information

We have answered some frequently asked questions below, some specific to Gaelic medium pre-schooling; if you would like to find out more about either language, you can contact Sleat School's office on 01471 844326 to arrange a visit to the nursery and to meet the assistant/auxiliary.

Cò ris a tha seiseannan sgoil-àraich coltach? Dè bhios a'chloinn a'dèanamh? Is there a typical session in Sgoil Àraich/nursery? What will the children be doing?

We begin with circle time where the children discuss things such as the weather, day of the week and perhaps what they will do that day. Free play usually follows where the children can choose from a wide range of activities. The children help to prepare snack and everyone sits together to have snack. We all tidy up together, then usually go outside for an outdoor activity or free play. Following this, we have story and song time. The pre-school Gaelic medium children take part in group activities to further develop basic Gaelic vocabulary at various points during the session.

Ciamar a tha ionnsachadh na Gàidhlig ag obair dha clann aig nach eil Gàidhlig? Do children respond to Gaelic from the outset? How is the language introduced?

Every child is different and will respond to Gaelic in different ways. Most of the children are unfazed by hearing the new language and will begin to follow basic instructions within a few months, sometimes sooner.

Dè thachras mar nach tuig mo phàist' na tha dol, no ma tha iad troimh-chèile? What if my child is upset or doesn't understand?

If a child is very upset then staff will take them aside and speak to them quietly in English. If a child doesn't understand new words and phrases staff will use gestures, props and repetition to reinforce Gaelic vocabulary.

Ciamar a tha chuideachas pàrantan a clann mar nach eil Gàidhlig aca aig an taigh? How can parents help their children if they don't speak Gaelic at home?

Gaelic4parents.com is a great website that offers help via the internet, and there are some classes locally available as well.

Ciamar a bhrosnaicheas sibh mo phàist' a tha fileanta sa Ghàidhlig ri Gàidhlig a'bhruidhinn a-measg clann aig nach eil Gàidhlig? How will my fluent Gaelic speaking child be encouraged to speak Gaelic if most of the children do not speak Gaelic?

Staff will always speak to all children in Gaelic and repeat Gaelic vocabulary back to the children if they are conversing with others in English. Staff will be able to have more extensive conversations in Gaelic with fluent speakers. Coming to nursery is also about learning important skills such as socialising, sharing and following routines.

Gaelic Learners in EM Nursery

Children in EM nursery will be introduced to some simple Gaelic as part of the Scottish Government 1+2 Initiative. Every child in Scotland will have had an introduction to 2 other languages, other than their mother tongue by the time they leave primary school. In Bun-sgoil Shlèite these languages are Gaelic from nursery- primary 7 and French from P5-7. In nursery the children will be introduced to simple Gaelic through songs and games.

An gabh a'chloinn greim bìdh anns an sgoil-àraich?

Do children have snack during nursery?

The children help to prepare a healthy snack every day. They then sit together at the tables. We encourage independence in the food preparation, hand washing and helping as much as possible. Snack time provides a great opportunity to chat, listen, count and begin to identify names.

An cluich iad a-muigh?

Can the children play outside?

We play outdoors every day in our pre-school garden and our wild wood. We take bikes in once a week and go on the MUGA beside the pre-school building. We have some great rain suits to allow us to go outside in the rain and snow. The children have great fun experiencing being outside in all weathers.

Dè bu choir a bhidh aig mo phàist' san sgoil-àraich?

What should my child bring to nursery?

A spare change of clothing is useful in case of accidents. Please ensure your child comes to nursery with appropriate clothing for the changeable island weather, as we play outdoors daily. They should also have a pair of suitable indoor shoes that are left in the pre-school.

A bheil clann an sgoil-àraich idir measgachadh le clann na bun-sgoile?

Do the nursery children interact with the school pupils?

The children go to the main school building once a week to make use of the gym hall. School pupils may also come in to help us in the nursery from time to time, reading stories and playing games. We have a structured and robust transition calendar for children entering P1. We also have transition arrangements for children entering the pre-school.

Dè an diofar eadar sgoil-àraich Ghàidhlig agus Beurla?

What is the main difference between sgoil-àraich and nursery?

Quite simply, the language. The children in sgoil-àraich will be immersed in Gaelic from day one and will develop literacy skills for Gaelic as well as numeracy skills in Gaelic. Therefore they are well equipped for P1 in Gaelic medium. In the English stream all interaction between children and staff will be in English.

The activities that take place in both language settings are very much the same, as is the structure of the session. Within the sgoil-àraich setting there is more of an emphasis on oral language as part of language immersion. Morning sessions are in Gaelic and afternoon sessions are in English. On occasion both language settings come together where both languages are spoken.

Am faigh na pàrantaon cothrom tighinn a-staigh?

Can the parents come in and experience a session?

Each term we offer an open session, or stay and play session for parents and other family members. It serves a dual purpose; one for children joining the pre-school to begin their induction days and two for parents to get a slice of the action and a feel for our pre-school setting. We seek parental involvement wherever possible, if ever you could volunteer some time – accompany us on trips out, or help maintain our outdoor area – anything at all, please let us know. We also seek your feedback on our service through questionnaires throughout the year.

Ciamar a bhios fhios agam na tha dol san ro-sgoil?

How will I know what's going on in the pre-school?

Every week we share via email and on our entrance wall our plan for the week and what we are going to learn. We also share our news and photos weekly via the school email newsletter so you can see what we have been up to.

Dè nì mi ma tha ceist, dragh no gearain agam?

What if I have a question, concern or complaint?

In the first instance of any question, concern or complaint we would ask you to get in touch with the school office to meet with the head teacher or speak to the pre-school assistant. If you are still not satisfied and wish to make a complaint, please contact the Care Inspectorate:

First Floor
Castle House
Fairways Business Park
Inverness
IV2 6AA

Tel: 01463 227630

Ciamar a chuideachas thu ur pàist'?

Freagairt dhan cheist seo? Stuthan a tha sibh 's dòcha dèanamh mar tha:

- leugh ri ur leanabh gu tric
- seinn rannan is òrain leotha
- bruidhinn riutha, faighnich ceistean orra
- iarr orra bruidhinn riutsa
- iarr orra ceistean fhaighneach

How can you help your child?

The answer lies in most of the activities you probably regard as ordinary

- *read to your child often*
- *teach them nursery rhymes*
- *talk to them, ask them questions*
- *encourage them to talk to you*
- *encourage them to ask questions*

Ciamar as urrainn dhut a bhidh pàirt dhen sgoil-àraich?

- Cleachd na sgilean agaibh – peantadh, tachartasan a-muigh, bèicearachd, ceòl – rud sam bith! Inns' dhuinn!
- Cuideachadh le tursan
- Cuir ri topaigean – leabhraichean, goireasan, CDs no DVDs
- Cuir ri taobh a-staigh agus a-muigh an sgoil-àraich

Gabhaibh aire gu bheil sinn airson conaltradh fosgailte a bhidh eadar an sgoil-àraich agus an dachaigh far a bheil beachdan math no dona. Airson tuilleadh fiosrachadh gabhaibh sùil air ar poileasaidh conaltradh.

How can you help be part of the nursery?

- *Share your skills – face painting, outdoor activities, baking – anything! Let us know!*
- *Help with transport on trips*
- *Contribute to topics – books, materials, CDs, DVDs*
- *Contribute to interior/exterior development of the nursery*

Please be assured we promote a parental partnership and strive to maintain an open door policy where parental views, contributions, consultation and even complaints are welcomed.

Tinneas

Ma tha ur leanabh a fàs bochd no ma tha tubaist aca fhads' a tha iad aig sgoil-àraich gheibh sinn greim oirbh cho luath sa ghabhas. Mar nach eil freagairt ann cuiridh sinn an àireamh èiginneach gu feum. **Ma tha ur leanabh bochd no cha bhidh a' frithealadh an sgoil-àraich cuiribh fios thugainn air àireamh an sgoil 01471 844326.** Iarraidh sinn oirbh **gun** do leanabh a thilleadh dhan sgoil-àraich ma tha iad air a bhidh cur-a-mach no ma robh spùt orra ann an 24 uairean a thìde roimhe.

- Ma tha leigheas sam bith a dhìth air ur phàist fhad's a tha iad anns an sgoil-àraich curibh fios sgrìobhte dhuinn gus urrainn neach-obrach ur leanabh a' chuideachadh.

Illness

If your child becomes ill, or has an accident whilst attending Sgoil-àraich/ Nursery we will contact you by telephone as soon as possible. If there is no reply we will ring your emergency contact number.

If your child is ill or unable to attend Sgoil-àraich/Nursery would parents inform 01471 844326 (Bunsgoil Shlèite)

We ask you **not** to bring into the nursery any child who has been vomiting or had diarrhoea until at least 24 hours has elapsed since the last attack.

- *If your child requires medication during the nursery session written parental permission is required to enable a member of staff to assist your child.*

Dè mu dheidhinn a'churaicealam?

What about the curriculum?

Curraicealam airson Sàr-mhathais/A Curriculum for Excellence

The curriculum of both sgoil-àraich and nursery settings aside from language is the same as that of other nurseries in terms of methodologies and content.

We are embracing the curriculum for excellence which aspires to enable all children to become:

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

Our pre-school 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.

Ag ionnsachadh tro ghniomhachas - Active Learning

Active learning is seen as an appropriate way for children to develop vital skills and knowledge and a positive attitude to learning. Active learning engages and challenges children's thinking using real-life and imaginary situations. It takes full advantage of the opportunities for learning presented by:

- spontaneous play
- planned, purposeful play

- investigating and exploring
- events and life experiences
- focused learning and teaching
- supported, when necessary, through sensitive intervention to support or extend learning. All areas of the curriculum can be enriched and developed through play. The pre-school promotes a true hands-on independent play with appropriate skilled intervention/teaching.

Please note that it is essential for children to be punctual, as vital learning, especially language learning is done at the start of each session.

Seo feadhainn dhe na tachartasan a bhios a dol: Activities offered to the children range from:

Cluich le gainmheach is uisge	<i>Sand and water play</i>
Bèicearachd	<i>Baking</i>
Goireasan airson modaladh	<i>Play dough/Clay/Soft modelling material</i>
Peantadh	<i>Painting</i>
Modaladh le “junk”	<i>Junk modelling</i>
Glaodhadh & collage	<i>Glueing/Collage</i>
Mirean-measgaichte	<i>Jigsaws</i>
Dealbhadh agus cothroman sgrìobhaidh	<i>Tracing/Drawing and other pre-writing activities</i>
Geamannan bùird	<i>Board games</i>
Goireasan airson togail	<i>Construction toys, e.g. duplo, mobilo, etc</i>
Cluich mac-meanmach etc.	<i>Imaginative play, e.g. the home corner, post office,</i>
Tachartasan a-muigh	<i>Outdoor activities</i>
Sgeulachdan/Rannan	<i>Story/Rhymes</i>
Tachartasan Ceòlmhor	<i>Musical activities</i>

Tursan

Tha sinn den bheachd gu bheil tursan dha diofar àiteachan na bhuanachd ri ur leanabh. Aig toiseach na bliadhna iarraidh sinn oirbh bileag-ceed a' lionadh airson na tursan. Aig amannan bidh feum againn air taic bho pàrantan – le siubhail ann is as no air an turas fhèin.

Visits

We believe that taking the children out on a variety of visits is a very important aspect of their education. At the beginning of the session we will ask you to sign a consent form to cover all regular visits. On some occasions we may request extra help from parents to assist by accompanying us on the visit and/or helping with transport.

Our school behaviour policy is based on reinforcing positive behaviour by giving respectful attention to a child, noticing children positively, noticing any contributions, efforts and improvements and giving children responsibility and encouragement.

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.

Behaviours we are encouraging:

- ☺ Sitting in the circle at circle time
- ☺ Tidying up
- ☺ Using please and thank you consistently

We respond to challenging 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.

Should any member of staff have concerns regarding the welfare or safety of any child they must report these concerns to the Head Teacher.

Highland School calendar 2017/18

August 2017							September 2017							October 2017							November 2017										
WK	Mo	Tu	We	Th	Fr	Sa	Su	WK	Mo	Tu	We	Th	Fr	Sa	Su	WK	Mo	Tu	We	Th	Fr	Sa	Su	WK	Mo	Tu	We	Th	Fr	Sa	Su
31		1	2	3	4	5	6	35					1	2	3	39						1		44			1	2	3	4	5
32	7	8	9	10	11	12	13	36	4	5	6	7	8	9	10	40	2	3	4	5	6	7	8	45	6	7	8	9	10	11	12
33	14	15	16	17	18	19	20	37	11	12	13	14	15	16	17	41	9	10	11	12	13	14	15	46	13	14	15	16	17	18	19
34	21	22	23	24	25	26	27	38	18	19	20	21	22	23	24	42	16	17	18	19	20	21	22	47	20	21	22	23	24	25	26
35	28	29	30	31				39	25	26	27	28	29	30		43	23	24	25	26	27	28	29	48	27	28	29	30			
															44	30	31														
December 2017							January 2018							February 2018							March 2018										
WK	Mo	Tu	We	Th	Fr	Sa	Su	WK	Mo	Tu	We	Th	Fr	Sa	Su	WK	Mo	Tu	We	Th	Fr	Sa	Su	WK	Mo	Tu	We	Th	Fr	Sa	Su
48						1	2	1	1	2	3	4	5	6	7	5				1	2	3	4	9				1	2	3	4
49	4	5	6	7	8	9	10	2	8	9	10	11	12	13	14	6	5	6	7	8	9	10	11	10	5	6	7	8	9	10	11
50	11	12	13	14	15	16	17	3	15	16	17	18	19	20	21	7	12	13	14	15	16	17	18	11	12	13	14	15	16	17	18
51	18	19	20	21	22	23	24	4	22	23	24	25	26	27	28	8	19	20	21	22	23	24	25	12	19	20	21	22	23	24	25
52	25	26	27	28	29	30	31	5	29	30	31					9	26	27	28					13	26	27	28	29	30	31	
School holidays							School days							In-service days																	

Gabhaibh aire - 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.

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 and nursery a friendly, welcoming place, where your children will spend many happy hours!

Mòran Taing.