



ARGYLL AND BUTE COUNCIL
COMMUNITY SERVICES: EDUCATION

Park ELC
HANDBOOK

2023 - 2024





Park ELC
Park Primary School
Kerrera Terrace
Oban
PA34 5AU



Tel: 01631 563941

Dear Parents/Carers

Welcome to Park Early Learning and Childcare Centre (ELC). We hope you will find this booklet helpful in introducing you to Early Years education and to what goes on in our setting.

I hope it will answer most of your questions. However, if you wish any further information, please do not hesitate to contact me at the school or on the above telephone number.

The ELC staff and I look forward to a happy association with you and your child at Park.

Yours sincerely,

Shirley Stuart
Head Teacher

Contents

**Section One: Argyll and Bute Council Aims
Establishment Aims**

Section Two: General Information

Staff Details

ELC Information

Enrolment

Registration

How Parents Can Help

Attendance

Arrival and Departure

Collecting Your Child

Excursions and Consent Forms

Insurance

Emergency Closure Arrangements

Emergency Contacts

Suitable Clothing

Snacks & The Promotion of Healthy Eating

No Smoking Policy

Child Protection

Section 3: Medical Information

Medication

If Your Child Becomes ill

Minor Accidents and Upsets

Visits To The Educational Establishment By Medical Staff

General Data Protection Regulations 2018

Contents

Section Four: The Early Years Curriculum

Our Aims

How We Promote Learning

What We Do

Key Aspects of the Curriculum

Additional Educational Needs

Tracking Progress

Developmental Milestones

Working Together to Support Learning

The Daily Routine

Section Five: Parental Partnerships

Our Aims

Working Together

Promoting Positive Behaviour

Fundraising

Parent Council

Section Six: The Wider Community

Links with Primary Pupils

Park ELC and the Wider Community

Transition to Primary 1

Section Seven: Other Information

Complaints Procedure

Useful Contacts

Section Eight: Appendix

Term Dates For This Session

Section One:

Argyll and Bute Council Aims and Establishment Aims

Argyll and Bute Council

Education Service Aims and Strategic Objectives

The aims of Argyll and Bute Council Education Service are:

- ❖ To strive continuously to improve the quality of education for all in Argyll and Bute.
- ❖ To become a learning organisation that is outward looking and values creativity and shared reflection.
- ❖ To promote actively partnership working and equality of opportunity.
- ❖ To ensure that resources are managed effectively and that best value is secured.
- ❖ To equip our children and young people with the skills and knowledge they require in order to become:

Successful Learners with:

- Enthusiasm and motivation for learning.
- Determination to reach high standards of achievement.
- Openness to new thinking and ideas.

Confident Individuals with:

- Self respect.
- A sense of physical, mental and emotional wellbeing.
- Secure values and beliefs.
- Ambitions.

Responsible Citizens with:

- Respect for others.
- Commitment to participate responsibly in political, economic, social and cultural life.

Effective Contributors with:

- An enterprising attitude.
- Resilience.
- Self reliance.
- The ability to meet the demands of our changing world.

In **'Our Children, Their Future: Education Vision and Strategy'** the ambition is to ensure that Argyll and Bute is the best place in Scotland for our children to grow up. The objectives are to:

- Raise educational attainment and achievement for all
- Use performance information to secure improvement for children and young people
- Ensure children have the best start in life and are ready to succeed
- Equip young people to secure and sustain positive destinations and

- achieve success in life
- Ensure high quality partnership working and community engagement
- Strengthen leadership at all levels

In the recently published Argyll and Bute Early Years- Learning and Development Framework “**Three Assets Approach**”: **Curriculum Design and Pedagogy in the Early Years**, the challenges families face in today’s society are highlighted. In order to help our children overcome these challenges as they grow up a need to focus on each child’s

- **health and wellbeing**
- **build their competencies and life skills**
- **strengthen their exploratory drive**

is identified. In order to provide a focus on deep and meaningful contexts for learning for our children through effective use of the environment, experiences and interactions, three key Argyll and Bute assets to explore with the children, families and communities have been identified. These assets are:

- **Outdoor Learning**
- **Partnerships**
- **Culture**

Park ELC focuses on these assets when planning and providing learning opportunities for the children.

https://www.argyll-bute.gov.uk/sites/default/files/three_assets_revised_january_2021.pdf



Park ELC Establishment Aims

Park ELC provides preschool education for children from Oban and the surrounding area. Staff work in partnership with parents to develop children's learning experiences. This involves learning about, valuing and building on children's prior learning experiences so that they become confident, eager and enthusiastic learners who are looking forward to starting school. At Park ELC, we endorse and follow the national policy through Curriculum for Excellence within the four capacities, Pre-Birth to Three within the "Four Rs" and Realising the Ambition. We strive to help children develop as Successful Learners (learning to learn), Responsible Citizens (learning to live with others), Confident Individuals (learning to be) and Effective Contributors (learning to do). To do this, we will seek to:

- ❖ Provide a safe and stimulating environment, in which children feel happy and secure
- ❖ Encourage the emotional, social, physical, creative and intellectual development of children
- ❖ Promote the welfare of children
- ❖ Encourage positive attitudes to self and others and develop confidence and self esteem
- ❖ Create opportunities for play
- ❖ Encourage children to explore, appreciate and respect their environment

In achieving these aims, we will seek ways in which to:

- ❖ Take account of the individual needs of children
- ❖ Provide equal opportunities and social justice
- ❖ Promote positive attitudes to multicultural, non-sexist society
- ❖ Form partnership with parents/ carers
- ❖ Recognise the importance of community
- ❖ Recognise learning as a life-long process

We respect and welcome children and parents/carers of all religions, faiths and beliefs.

Park ELC is a non-denominational, co-educational and multicultural establishment. We are committed to promoting the UN Convention on the Rights of Children which states, **"All children and young people have the right to play and the right to learn"**



Section Two: General Information

Staff Details

Head Teacher: Shirley Stuart

Principal Teacher: Nicola Lane **Acting Principal Teacher (2022-2023):** Iona MacKinnon

Childcare and Education Workers: Louise Blue, Sharon Reid and Emma Telfer

Clerical Support: Jenny Livingstone & Gemma Black

ELC Information

Capacity	20 children
Hours	Mon – Fri, 8.45am -2.45pm
Stages covered	Children aged 3 years to those not yet attending primary school
ELC Location	Park ELC is situated in the grounds of Park Primary School, Kerrera Terrace, Oban, PA34 5AU. Tel 01631 563941

Enrolment

Details of enrolment are normally announced in the local press, on the school Facebook page and by means of posters in local shops. Please do not hesitate to contact the school office if you have any questions or concerns.

Registration

Registration For Preschool Provision for Session 2023-2024

Three year old provision

Children born between 1st March 2020 and 28th February 2021 are eligible for free early learning and childcare from August 2023.

Date of Birth	Start Date of Preschool
1 Mar 20 to 10 Aug 20	Aug 2023 or any date after this (as agreed by the preschool provider)
11 Aug 20 to 28 Feb 21	The Monday following the child's 3 rd birthday

Four year old provision

If your child's birthday falls between 1 March 2019 and 28 February 2020 and they are not currently attending preschool education he/she will be eligible for their preschool education starting immediately subject to agreement by the ELC provider.

Enrolment Procedure

Parents of children who are eligible but not yet attending ELC, should complete an enrolment form during the specified enrolment week, regardless of the term in which they will access provision.

How Parents Can Help

Your children arrive in the setting with experience, knowledge and a variety of skills developed in your home. You know your own child better than we ever can. Therefore, if you have any concerns regarding your child, please do not hesitate to discuss the matter with us.

Attendance

In the event your child is ill or absent from the ELC, please phone the school office on 01631 563941 by 9:30am to inform us of this.

Arrival and Departure

Parents should plan to arrive with their children at 8.45am and to collect them at 2.45pm.

Children must always be brought to the ELC and collected by a responsible adult of 16 years or over. **If a child is going to be collected by someone other than the usual person/people, please ensure that the staff are aware of this.** Although we try to be as flexible as possible, it would be helpful if parents could ensure that they collect their children at the stated times as young children become very anxious if left later. However, any parent who is experiencing difficulties should feel free to approach the ELC or school, who will endeavour to find a solution.

Unfortunately, parking in the school grounds is extremely limited and priority must be given to staff and school transport. Please do not park in the school grounds when dropping off / collecting your child from the ELC. Parking is available at the bottom of the steps or on Kerrera Terrace beside the playpark. There are two disabled parking spaces available for use in our staff car park.

Excursions and Consent Forms

When outings and excursions are planned you will be advised in advance. You will be asked to complete consent forms which give your permission for your child to take part. Please note that children cannot take part in outings unless completed consent forms have been submitted by their parent/guardian. We are required to obtain written parental consent for all outings involving transport. Parents may also be asked to come along as helpers, so that we have a suitable adult to child ratio.



Personal Items

Sometimes, children like to bring something special or new to nursery for their friends to see. Parents should, however, ensure that valuable items are not left at the setting as the authority has no insurance to cover the cost of such personal items. Claims submitted are likely to be met only when the authority can be shown to have been negligent.

Emergency Closure Arrangements

Occasionally, circumstances might arise which would mean the ELC would have to close. Such a situation might arise during severe weather or power failures. If this happens, we will do all we can to let you know about the details of closure and re-opening. It is essential that we have up-to-date contact details, phone numbers and mobile numbers for parents and emergency contacts in case children have to be sent home before a session has finished.

We may keep in touch by telephone, Council website, ParkPrimaryOban Facebook page and via the Seesaw app. Public announcements will be made in local shops, in the press and on local radio.

Emergency Contacts

Parents with children in the ELC are asked to provide the name, address and telephone number of a **local** contact person for use in case of emergency.

Suitable Clothing

During sessions, children have access to a variety of messy play and outdoor play activities. In order that they may enjoy these activities to the full, they need to be appropriately dressed. Please do not send your child to the ELC in his/her best clothes. Please also do remember to provide a jacket and a pair of wellington boots (which can stay in the nursery), as we will go out every day at all times of year for outside play and activities. Please endeavour to ensure that your child is dressed in clothing that he/she is able to change in and out of easily. It would also be helpful if all items of clothing and footwear are clearly marked with your child's name. Please provide a change of clothes and gym shoes for your child to keep in nursery.



Lunch and the Promotion of Healthy Eating

All children attending the ELC are now entitled to a free hot lunch and healthy snack every day. This will be served in the ELC, along with milk or water. Milk alternatives e.g. soya milk, oat

milk will be provided. Parents are asked to notify staff of any food allergies their child may have. The latest copy of our ELC lunch menu is available to download from our school website. Vegetarian options are available and alternatives are offered to suit dietary needs.



No Smoking Policy

Smoking is not permitted in the ELC or any other part of the school's buildings or grounds.

Child Protection

The issue of child care covers many aspects within the ELC. Our aim is to create an ethos where children feel secure and confident. All staff are aware of issues relating to Child Protection and the procedures they should follow. **Shirley Stuart**, Head Teacher, is the child protection coordinator and any concerns should be shared directly with her. Our child protection policy is displayed on the parents' notice board in the playroom.



Section Three: Medical Information

Medication

If your child is in need of medication during his/her time at the ELC, you should discuss his/her requirements with ELC staff. Prescribed drugs will be given at the discretion of the Head Teacher and we will ask you to fill in a form, which authorises ELC staff to administer the drugs to your child. The clerical assistant in the school office will give you the necessary form to complete.

You will be asked to complete a medical/personal information form when your child joins our ELC. If this medical/ personal information changes for any reason, please inform a member of staff as soon as possible.

You should note that no non-prescribed medicine will be administered by staff. All medicines must have a doctor/chemist's label on them with the child's name and dosage clearly displayed before a member of staff can administer it.

If your child suffers from asthma, please tell a member of ELC staff and make them aware of any activities which are likely to bring on an attack. Spare inhalers can be stored safely in the ELC. Forms to allow a member of staff to administer the inhaler can be obtained from the school office.

If your child suffers from epileptic attacks, please inform ELC staff about appropriate emergency treatment. An agreed action plan will be put in place after taking medical and parental advice.

During the summer months, please ensure that sun barrier cream is applied to your child before coming to the ELC. It would also be beneficial if you could send a hat or cap for your child to wear during outdoor play sessions.

If your child becomes ill

Children who are obviously unwell should be kept at home where they will be more comfortable. Please phone the school office on the first day of any period when your child is unable to attend nursery.

Please ensure that your child does not return to the ELC until they are clear of infection. E.g. Diarrhoea and vomiting – minimum period of exclusion is 48 hours from the last episode of diarrhoea and vomiting; Impetigo – minimum period of exclusion is until lesions are crusted or healed. If unsure, please contact the school or medical centre for advice.

Should your child become unwell at nursery then we will try to contact you by phone. If, however, we cannot reach you at your home/work, then we would use the emergency contact details supplied by you on your child's registration/personal information form. Please ensure we have up to date contact details for your child.

Minor Accidents and Upsets

Any minor accidents will be dealt with according to Argyll & Bute Council's first aid procedures. The accident will be recorded both for our records and for parent information and the person picking up your child will be informed. We have staff trained in First Aid within the school and ELC.

If we feel your child needs medical attention, we will telephone you or your emergency contact. Where appropriate, we would also appreciate any relevant information on bumps, bruises and upsets that occur outwith the ELC.

GIRFEC and Early Years

Many agencies can be involved in the care and education of pre-school children and it is important that they have the opportunity to meet together with parents, to help reach conclusions about children who may need additional support. GIRFEC Early Years provides such a forum.

Within Argyll and Bute, GIRFEC Early Years teams are made up of representatives of the services most closely involved in the support of young children, namely, Health, Education, Social Work and parents. The aim is to help build up a clear assessment of a child's additional support needs. A key function of GIRFEC Early Years child's planning meetings is to provide a coordinated approach to planning for transfer into preschool and then on to school education.

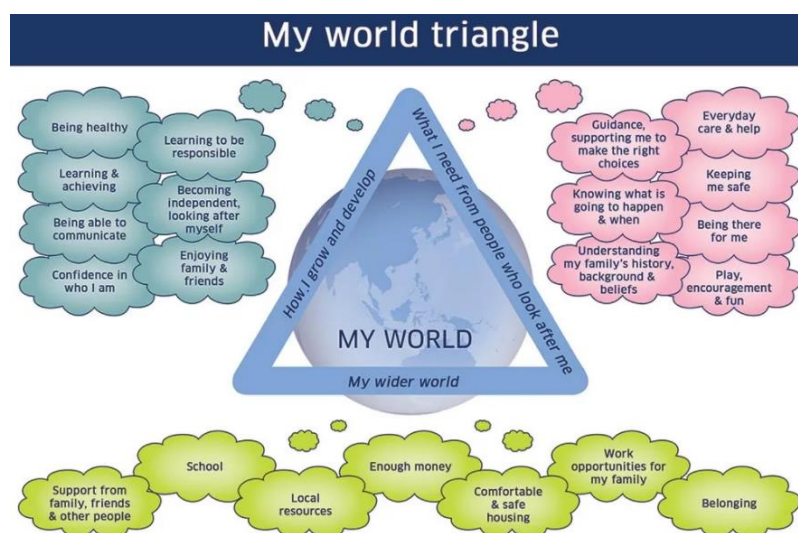
Typically, initial referrals come from health visitors, family doctors, social workers and community child health doctors. Other professionals such as speech and language, occupational and physiotherapists, ELC staff and parents may also suggest that a meeting should take place.

Each team meets with parents, or carers, so that the child's educational and developmental needs can be carefully considered and recommendations made to ensure that support is in place to address those needs. All children discussed by the GIRFEC Early Years team will have been identified as being in need of this meeting following initial discussion with their parents or carers, and only with the parents' permission.

Each child is an individual with individual needs and the discussion is aimed at identifying and agreeing on any needs based on the My World Triangle. This would include delayed development in language and communication, sensory abilities, cognitive abilities and physical development. Factors arising from medical conditions, general immaturity or social/emotional needs would also be considered in any assessment.

General Data Protection Regulations (2018)

Information on parents/carers and children's progress may be stored on our computer system to aid administration. The information is protected by the GDPR (2018) and may only be disclosed in accordance with the codes of practice.



Section Four: Curriculum For Excellence

Our Aims

Through the curriculum provided for children, staff seek:

- ❖ To provide a caring stimulating environment where children can develop fully as individuals
- ❖ To talk with children, helping them to think and reason, to listen and hear, to look and see, and to touch and feel
- ❖ To encourage and extend the children's interest and natural curiosity so that they want to find out more about the world in which they live

How We Promote Learning

Within the ELC we plan for a bright, comfortable, stimulating environment which encourages children to learn through play. There is a carefully designed programme of activities delivered responsively and flexibly to match the needs and interests of the children. Many activities are planned around a theme which extends to all areas of play, physical areas outside and inside the setting, painting, drawing, music and role play corners, book corner and quiet area.

Play is recognised as making a major contribution to all aspects of children's development and learning. Our ELC staff will support the children during their play by providing a range of high-quality, stimulating experiences and interactions relating to the children's interests at any given time.

By working in partnership with parents/carers, by valuing and building upon the children's learning experiences and by broadening these learning experiences in their preschool years through play and exploration, the children become confident, keen and enthusiastic learners who are looking forward to starting school.

A Curriculum for Excellence aims to produce a simplified, coherent education system that meets the needs of a changing society and allows youngsters to develop fully. Central to Curriculum for Excellence is the idea that the curriculum should develop the four capacities in young people. These are:

- ❖ successful learners
- ❖ confident individuals
- ❖ responsible citizens
- ❖ effective contributors

What We Do

Within the planned programme we provide a framework for action which provides both a balance across key areas of development and is adjusted, adapted and customised daily to match the individual needs and interests of each child and enables each individual to achieve. We share the planned framework of activities with parents as well as with children. **The children are fully involved in the planning process.**

Bringing learning to life and life to learning.

Curriculum for Excellence aims to raise standards, prepare our children for a future they do not yet know and equip them for jobs of tomorrow in a fast changing world.

Curriculum for Excellence enables professionals to plan activities creatively, to work together across the school and with other schools, to share best practice and explore learning together.

Teachers and practitioners will share information to plan a child's learning journey from 3-18, helping their progression from nursery to primary, primary to secondary and beyond, ensuring the change is smooth. They will ensure children continue to work at a pace they can cope with and with challenge they can thrive on.

Curriculum for Excellence balances the importance of knowledge and skills.

Every child is entitled to a broad and deep general education, whatever their level and ability. Every single teacher and practitioner will be responsible for literacy and numeracy and health and wellbeing.

Curriculum for Excellence develops skills for learning, life and work to help young people go on to further study, secure work and navigate life. It brings real life into the classroom, making learning relevant and helps young people apply lessons to their life beyond the classroom. It links knowledge in one subject area to another, helping children understand the world and make connections. It develops skills so that children can think for themselves, make sound judgements, challenge, enquire and find solutions.

Ultimately, Curriculum for Excellence aims to improve our children's life chances, to nurture successful learners, confident individuals, effective contributors and responsible citizens, building on Scotland's reputation for great education.

Assessing and Tracking Progress

Tracking the children's progress through each area of development is carried out through careful observation of the children as they take part in free-flow play and planned activities. This process is ongoing and continuous and will be recorded both formally and informally to provide an accurate and individual profile of each child's progress.

The tracking process highlights any strengths or development needs your child may have and will enable ELC staff to help them progress in a way that is appropriate to their needs.

We track children's progress in literacy, numeracy and developmental milestones.

Through the Seesaw app we provide regular information and updates about your child's learning and development. Alongside the app, each child has their own Personal Learning Plan (PLP) folder where we record your child's progress and development. PLP folders are shared with families each term.



Developmental Milestones

All Argyll and Bute Early Learning and Childcare providers use the Developmental Milestones Toolkit to ensure children meet all their expected developmental skills and abilities by the time they reach primary school. Developmental Milestones are assessed in December and May each session.

Working Together to Support Learning

In Park ELC we understand the importance of children's previous experiences and achievements as important factors in the way they learn. We feel it is important to work together by sharing experiences both at home and in the ELC. We use Seesaw to provide daily updates to parents on what the children are learning about. Parents are welcome to visit the setting if they wish to share particular interests or information with us. Parents' meetings will be arranged and a written report will be issued at the end of the year. Parents and carers are invited to join us for 'stay and play' sessions, open days and information events.

Park ELC policies are available at your request. There is also a suggestion box for your comments.

Equal Opportunities

This establishment will ensure that no child is excluded or disadvantaged because of ethnicity, religion, culture, family background, disability, gender, home language, additional support needs, rurality or ability. We will ensure that all children feel secure, included and valued. These principles are reflected in our admissions criteria and throughout the planned curriculum.

The Daily Routine

We aim to be flexible. Throughout the day there will be a variety of literacy and numeracy activities, including songs, stories and rhymes. Health and wellbeing is a big focus at all times, particularly through SHANARRI. We have a balance of child initiated, adult initiated and adult led activities. We also provide a healthy rolling snack for the children, so they can come and eat when they are ready. The children have the choice of playing both indoors and outdoors with free flow access. It is an expectation that we are outdoors for 50% of our day.

Section Five: Parent Partnership

Our Aims

- ❖ To form a partnership with parents which will allow the child to move happily between the home and the ELC
- ❖ To ensure that the needs of pupils are met whilst taking account of parental concerns

Working Together

At Park ELC, we recognise the importance of parents as the prime educators of their children. We hope that parents will always inform us of important events and interests in the child's home life.

We would like to work with parents to ensure close home/unit links develop. Parents who register children at the beginning of the year will be invited to take part in a pre-entry visit in June prior to their child's date of entry to the setting. This will provide parents with the opportunity to meet staff, find out more about how the ELC operates and how parents can enrich the opportunities we provide. Informal daily contact during drop off / pick up times can be useful for exchanging information about children and updating parents on progress.

During the year, parents will be invited into the ELC to observe and interact with their child as he/she learns through play. We offer this through stay and play sessions each term. For those children who will be transferring to Primary One in August there will be a parent information session in May/June.

The school has made much effort over the years to develop strong links with parents and the local community. Parental involvement is key to the ethos of the school. Parents/carers are actively encouraged to become involved in the education of their children by being involved not only in issues relating to their particular child, but also in the wider life of the school and as parent helpers.

Fundraising

The school has a very active fund raising committee who lead fund raising activities for the school and ELC as well as organising social events for parents and children. Parents of ELC pupils are encouraged to become involved in the life of the fundraising committee.

Parent Council

Parents are encouraged to join our Parent Council to represent the interests of the ELC.

Promoting Positive Behaviour

Promotion of positive behaviour is a whole school practice. It is important that parents and ELC staff, as far as possible, work with the school in developing a unified approach, to promote positive behaviour through praise and encouragement. We achieve this by the way we talk to each other and to the children, by taking time to listen and explain what is acceptable and by guiding the children and assisting them to learn how to deal with their feelings. The PATHS programme is used to help children develop their social and emotional wellbeing.

Section Six: The Wider Community

Links With Primary Pupils

The children will be joining Primary 1 pupils in Early Level activities on a regular basis. These activities focus on different areas (physical development, phonological awareness skills, outdoor learning etc.). It is hoped that these experiences make the transition to Primary 1 an enjoyable and familiar experience for ELC children.

The ELC and the Wider Community

The setting does not operate in isolation. The ELC can have many visitors, students from colleges of further education, secondary school pupils on work placements, people from the community who are invited to share information, other agencies such as The Police, Road Safety Representatives and the Health Service.

The ELC also arranges visits and outings to places of interest within the local community. These visits help the children to appreciate the world of work and the beauty of our natural environment and local culture.

The school has forged strong links with the community through the work of the Eco Committee, beach cleans, litter clean ups, business links and community helpers for a variety of activities.

Transition to Primary 1

Good liaison with the primary school is essential if continuity and progression in children's development and learning is to be achieved. Visits to the primary school are organised on a regular basis towards the end of a child's pre-school year, to ensure the children get to know the new environment and the adults with whom they will be interacting. The Primary 1 teachers have regular contact with the nursery.

Liaison is not only essential in helping to make each child comfortable about beginning school, it is also important to transfer information about children's previous learning, including their interests, strengths and next steps.

Information about your child's progress is passed on to the primary detailing each child's progress through Curriculum for Excellence. Along with your child's end of year report from the ELC staff, you may also request a copy of any information that is passed to the primary school.



Section Seven: Other Information

Complaints Procedures

Argyll and Bute is always anxious to maintain and improve service. If a parent has any suggestions to make about the service they should contact the Head Teacher in the first instance.

Similarly if a parent has a complaint they should contact the Head Teacher in the first instance. The Head Teacher will follow the code of practice detailed in Argyll & Bute Education Service Complaints Framework.

Should parents feel their complaint has not been satisfactorily resolved they should then contact the Early Years Helpline who will advise what the next steps are or Social Care and Social Work Improvement Scotland (SCSWIS) also known as the Care Inspectorate. Contact details are listed below:

Rona McGillivray
Early Learning and Childcare Helpline
Argyll House
91 Alexandra Parade
Dunoon
PA23 8AJ
01369 708503
earlyyears@argyll-bute.gov.uk

The Care Inspectorate
Comments and Complaints Co-ordinator
Compass House
11 Riverside Drive
Dundee
DD1 4NY
0845 6009527
www.careinspectorate.com

Social Care and Social Work Improvement Scotland (SCSWIS)

SCSWIS, also known as the Care Inspectorate, is the independent regulator of social care and social work services across Scotland.

They regulate, inspect and support improvement of care, social work and child protection services for the benefit of the people who use them.

It's their job to regulate and inspect care, social work and child protection services so that:

- vulnerable people are safe
- the quality of these services improves
- people know the standards they have a right to expect
- they can report publicly on the quality of these services across Scotland
- they can support and encourage the development of better ways of delivering these services.

They carry out this work in a number of ways and in partnership with various stakeholders such as [Education Scotland](#), [COSLA](#), [Scottish Care](#), and the [Scottish Social Services Council](#) (SSSC) for example.

The Care Inspectorate will inspect the ELC regularly. They will be joined by Education Scotland as part of the whole school inspection process.

The report of the inspection will be made available to parents of nursery pupils.

In the event of a complaint about the running of the ELC, your first step should be to contact the Head Teacher.

Early Years Helpline
01369 708503
earlyyears@argyll-bute.gov.uk

Family Information Service
01369 708517
earlyyears@argyll-bute.gov

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, either before your child's placement begins or during the course of their placement. The Head Teacher will keep you informed of any important changes to the information. This may be as a result of the implementation of 1140 hours which will be rolled out in August 2020 in the Oban and Lorne area. There are decisions relating to this change which have not yet been finalised.

Section Eight: Appendix

Proposed Term Dates For This Session

School holidays 2023 - 2024

School holidays for all areas of Argyll and Bute - August 2023 to July 2024

Break	Open / Close	Dates of attendance
Start of term	Open	Friday 11th August 2023 & Monday 14th August Teacher In-service Days
	Open	Tuesday 15th August 2023 Pupils Return
October	Close	Friday 6th October 2023
	Open	Monday 23rd October 2023
November	Close	Friday 24th November 2023 Monday 27th November 2023 - Teacher In-service Day
	Open	Tuesday 28th November 2023
Christmas	Close	Thursday 21st December 2023
	Open	Thursday 4th January 2024
February Week	Close	Friday 9th February 2024 Monday 19th February 2024 – Teacher In-service Day
	Open	Tuesday 20th February 2024
April	Close	Thursday 28th March 2024
	Open	Monday 15th April 2024
May	Close	Thursday 23rd May 2024 Friday 24th May 2022 – Teacher In-service Day
	Open	Tuesday 28th May 2024
	Close	Friday 28th June 2024