

Handbook  
2023/24

# Gordon Primary School Nursery



Gordon Nursery

Seton Terrace, Huntly

AB54 4SE

01466 405913

[gordonprimary.nursery@aberdeenshire.gov.uk](mailto:gordonprimary.nursery@aberdeenshire.gov.uk)

## Contents

- Our Vision, Values and Aims
- Information About Our Nursery
- Working in Partnership with Parents
- Nursery Hours and Session Times
- What do I need to bring to nursery?
- Who will look after me?
- What will I do at nursery?
- How will I learn?
- What if my child has additional support needs?
- How will I know what is happening in nursery?
- How will I know how my child is doing?
- Who else might help me at nursery?
- Why do I brush my teeth at nursery?
- What will I eat?
- What can I do at home to help my child with their learning?
- How safe is the nursery?
- Unexpected Closures
- What if my child is unwell?
- How can I support my nursery?
- What support is available for my family?
- How is our nursery doing?
- What happens if I go to more than one nursery?
- What if I'm worried about my child starting school?
- Child Protection
- Appendix

## *Our Vision, Values and Aims*

At Gordon Primary School Nursery, we celebrate children as individuals, and are committed to supporting them on their way to becoming successful learners, confident individuals, responsible citizens, and effective contributors. We welcome contributions from parents and carers as an important part of our nursery family.

### **Vision**

We strive to create a warm, welcoming and stimulating environment where we can nurture relationships with children, families and the local community. A consistent, supportive approach by staff encourages children to respect themselves and others, take pride in their achievements and “be the best we can be”. Most of all we want our children to be safe, happy and have fun!

### **Values**

- Children come first
- All ideas and opinions are valued
- We treat one another and our environment with respect
- We are all encouraged to role model a positive approach
- We support each other to be Ready, Kind and Safe

### **Aims**

- Model positive approaches
- Put wellbeing at the heart of our nursery provision
- Achieve the best outcomes for children by making parents and children partners in learning
- Support families to be involved in all aspects of nursery life
- Promote professional and supportive relationships between all staff and parents
- Provide high quality learning experiences to enable every child to reach their full potential.

Please note that as part of our Improvement Planning, the Nursery Team are currently reviewing and developing our Visions, Values and Aims!

## *Information About Our Nursery*

Gordon Primary School Nursery is purpose built, opened in 2021 and situated in the town of Huntly. It sits beside the primary school on the site of the old Deveron building.

The nursery consists of one large playroom, a smaller playroom, sensory room, two cloakrooms, with lower-level toilets and sinks for children. It benefits from a large outdoor space with its own trees and looks onto the woodland behind the school grounds. We also have a family room and welcome our families to utilise the facilities.

Outside the entrance to the nursery is a staff car park. We ask that parents arriving by car, park out with the school grounds and travel the rest of the way by foot. We actively promote road safety at Gordon Primary School Nursery and encourage parents and carers support us by using the school crossing, walking on paths, and lining up safely with an adult.

Our nursery opening hours are 8am-6pm Monday to Friday. We are open all year (except through the Christmas holidays, in-service days and public holidays). We can care for up to 56 children between the ages of 2-5 years who are entitled to an Early Learning and Childcare funded space.

Should you wish to contact the nursery, you can do so by using the following contact information:

Address: Gordon Primary School Nursery  
Seton Terrace  
Huntly  
AB54 4SE

Phone: 01466 405913

Email: [gordonprimary.nursery@aberdeenshire.gov.uk](mailto:gordonprimary.nursery@aberdeenshire.gov.uk)

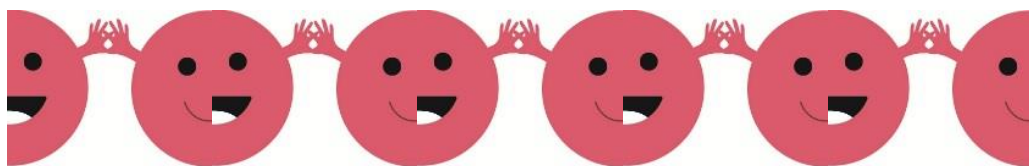
## Working in Partnership with Parents

At Gordon Primary School Nursery, we believe that children benefit most when parents and nursery work together in partnership. We understand and respect that parents are their child's first educator and work to support parents as well as children in their first introduction to early learning.

We aim to support parents by:

- Recognising that all families are unique with their own relationships, needs, responsibilities etc. and taking an individual approach to supporting families.
- Welcoming parents' involvement in nursery through stay and play sessions, online learning journals, feedback from families, Facebook, key worker drop-in sessions, parent meetings, etc.
- Nurturing the relationship between families, key workers and all nursery staff by having face to face conversations, sharing information, and keeping everyone informed of what's happening in nursery and at home.
- Encouraging parents to engage at their own pace, whether it be giving feedback, supporting one off events, or working with nursery staff on larger fundraising projects.
- Understanding the barriers to parental engagement e.g. lack of confidence, fear of speaking in group settings, difficulty with literacy skills, differing financial situations, language barriers, concerns resulting from their own experiences of education etc. We endeavour to work with families on an individual level to encourage engagement and signpost them to access the right support at the right time.

By nurturing close relationships between nursery staff and parents, we hope to support children and families throughout their time in nursery and as they move on to primary 1.



## *Nursery Hours and Session Times*

The nursery is open from 8am-6pm Monday to Friday. We offer morning, afternoon, and all-day sessions. The nursery sessions are as follows:

**Morning Session:** 8am-1pm                      *Core Hours – 8.50am-12.00pm*

**Afternoon Session:** 1pm-6pm                      *Core Hours – 1.00pm-4.10pm*

**All Day Session:** 8am-6pm

- Flexible drop off times are between 8-8.50am and 1-1.10pm
- Lunch time pick-up is 12.45
- Afternoon pick-up times are: 4.10pm, followed by a flexible pick-up time between 5pm-5.45pm.
- Drop off is at the main reception, please come inside and ring the bell
- Pick up will be from the garden side gate, near the car park
- Alternative collection times will be from the main reception, please ring the doorbell for attention

It is preferred that children are not dropped off or collected during the core hours to minimise disruption to our nursery day and ensure that children have an uninterrupted block of play and learning time. Should children attend wider curricular activities, such as swimming, gymnastics etc, please ensure these do not coincide with children's nursery session.

Parents are free to drop off and collect their children out with the core hours. We ask that parents complete a short survey before their child starts nursery to tell us about their preferred drop off and collection times. This helps us to plan for staffing. Should you need to change your drop off/collection times, please arrange this with the Early Years Senior or Lead Practitioners.

The nursery is open 50 weeks per year, closing only during the Christmas holidays, Public Holidays, and In-Service days. Families can choose to access nursery provision on an all year, or term time only basis.

### **Term Time Only**

Your child will be able to access up to 30 hours per week of free Early Learning and Childcare. This may be a combination of mornings, afternoons, and all-day sessions. Your child will have the same holidays as Gordon Primary School.

### **All Year**

Your child will be able to access up to 25 hours per week of free Early Learning and Childcare. This may be a combination of mornings, afternoons, and all-day sessions. Your child will be able to attend nursery during the school holidays. However, you will have 22 sessions holiday to take at any time throughout the year.

## *What do I need to bring to nursery?*

We recommend that children wear comfortable clothes and shoes to nursery. There is every chance that clothes will get dirty, muddy, painted, or wet! While playing and we will not attempt to protect clothing at the expense of valuable learning. We promote independence in nursery and suggest that clothing and footwear should have simple fastenings that children can put on and take off by themselves.

There is no compulsory nursery uniform, however, you may wish to purchase our red sweatshirt with the Gordon Primary School logo. This is available here:

<https://myclothing.com/gordon-primary-school/8527.school>

OR

<https://www.schoolwewearmadeeasy.com/>

Please ensure **ALL** items are named. We encourage children to take responsibility for their own belongings and nursery staff will try to reunite lost items with their owners. However, staff are not responsible for any items of clothing that are lost or damaged while at nursery.

Nursery will supply aprons, outdoor suits, and a canvas bag for children to keep their belongings (detailed below).

We ask that parents **DO** send children to nursery with:

- A plentiful supply of nappies and wipes (if applicable)
- At least one full set of spare clothing (include socks/underwear)
- Weather appropriate clothing e.g. hats and gloves in winter or wide brimmed sun hats in summer
- A pair of wellies to be kept in nursery all year round
- Indoor shoes with a study sole

We ask that parents **DO NOT** send children to nursery with:

- Back packs from home (essential items can stay in the nursery canvas bag)
- Toys from home (this can lead to upset and the spread of infection)
- Food/drinks (this could lead to serious complications for children with allergies)
- Medication (this should be arranged with nursery staff and documentation completed)
- Crocs, Flip Flops or Slippers

We also ask that sun cream is applied at home, before coming to nursery in warmer weather. Nursery will provide sun cream and apply at regular intervals during the summer season. Please refer to our Sun Awareness Policy.

## Who will look after me?

Children's first and most enduring bond is with you and their wider family. However, as they may spend a significant amount of time in nursery, creating strong, sustained, and emotional bonds are the foundations for healthy development. In recognition of this, many nurseries employ a key worker system.

"A key worker is a valuable point of contact for both the child and their family and a link with the Early Years staff and other professionals providing care and support both inside and outside the setting".  
Dare & O'Donovan (page 172, 2009)

At Gordon Primary School Nursery, we operate a key worker system to support children and families to ensure that your child has familiar adult to support them during their time at nursery. We operate an open-door policy to enable parents to contact their child's keyworker or any member of the team:

Your key person will:

- Help your child become familiar with the setting, so that your child feels safe and confident.
- Regularly talk to you to make sure that your child's needs are being met appropriately.
- Record your child's achievements with online observations and photographs.
- Monitor your child's development and review your child's progress at regular intervals with you.
- Liaise with multi agencies to ensure the best outcomes for your child.
- Ensure your child's key documents are updated and review termly with parents/carers.

Your child's key worker does not shadow your child all the time. Other staff will also play and work with your child.

Your key person will be happy to arrange a convenient time to talk to you at any time about your child's learning and development.





## What will I do at nursery?

The Curriculum for Excellence is Scotland's curriculum for children from ages 3-18 years. Its intention is to ensure that young people develop the knowledge, skills and attributes needed for life in the 21st century. It aims to enable children to become successful learners, confident individuals, effective contributors and responsible citizens.

We are guided by Realising the Ambition – Being Me and The Curriculum for Excellence, which both emphasize the importance of play. Play is essential to brain development in young children, and we aim to support this by providing high quality experiences and interactions.

*"Children's education should help them fully develop their personalities, talents and abilities. It should teach them to understand their own rights, and to respect other people's rights, cultures and differences. It should help them to live peacefully and protect the environment".*

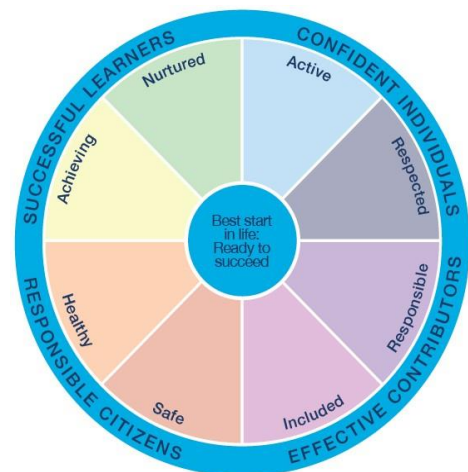
*(UNCRC, Article 29 "Aims of Education")*

The curriculum is organised into 8 areas:

- Health and Wellbeing
- Literacy
- Mathematics
- Expressive Arts
- Technologies
- Sciences
- Social Studies
- Religious and Moral Education

Children have daily access to the outdoors, whether it be our nursery garden, woodlands or exploring our local area. We know that children benefit from experiencing the outdoors with opportunities to investigate different environments and animals, explore risk and develop strategies to manage this, develop their thinking skills as they work with loose parts, learn to work together and problem solve as part of a team.

*"Different outdoor learning experiences offer opportunities for personal and learning skills development in areas such as communication, problem solving, information technology, working with others and thinking skills"*  
*(Learning and Teaching Scotland, Curriculum for Excellence Through Outdoor Learning, 2010)*



## How will I learn?

**Article 31 from UNCRC states that: All children have the right to play.**

*“Play is often thought of as children’s work” (Susan Issacs 1930)*

*“Play is an intrinsic part of human nature and development. For babies and children, the essential role of play is well documented. Through play a child develops their cognitive, social, emotional and physical capacities. Through play, the child can learn to answer their own questions, learn new skills and learn to work collaboratively with other children and adults.” (Realising the Ambition, Being Me. National practice guidance for Early Years in Scotland from Education Scotland).*

Play is essential for children’s health and wellbeing. Your child will be following a play-based early level curriculum when in nursery.

Here at Gordon Primary School Nursery, we take a child led approach to learning. This means that we respond to the children’s interests and use our knowledge of the children and the curriculum to further their learning. We call this “Responsive Planning” because the learning happens as soon as the “spark” occurs. As an early years setting, we are aware that children learn through play at nursery, therefore we observe their play and support them in developing and extending their learning through individual interests. Staff evaluate this planning to identify what has worked well and if any improvements are required, this may influence our “Intentional Planning”.

At Gordon Primary School Nursery, we also provide opportunities to the children through “Intentional Planning”. This is when staff use their professional and trained knowledge to provide experiences for the children to ensure they receive a broad spectrum of learning across the Curriculum for Excellence as well as other supporting documents including Realising the Ambition and Getting It Right for Every Child (GIRFEC). Intentional Planning may often also incorporate schemas as well as any events and celebrations happening throughout the year. Staff use their knowledge of children’s interests, needs, individual development, next steps as well as home link to influence the forthcoming Intentional Planning. The staff plan experiences which the children have the opportunity to participate in if they so wish to. Staff will evaluate the planning to identify what has worked well and any improvements that can be made for the future.

Children’s learning can be seen to be evidenced through their Learning Journals online, these observations will often link to our planning cycle. We welcome contributions to a child’s learning journal from home, this is a brilliant way to provide home-link and spark discussions within the nursery and to see the children’s interests out with the setting and celebrate these with them.

## What if my child has additional support needs?

Our experienced and knowledgeable nursery staff work to support all children individually. If you have any concerns about your child, their development or needs, please speak with your child's keyworker. Nursery staff will work with parents to support children with additional support needs in nursery. This may involve adapting activities to meet your child's needs, creating an individual care plan, risk assessment and liaising with other professionals.

The nursery works closely with outside agencies to secure support and advice for children with additional support needs. We may ask for your permission to speak with the child's health visitor or invite visiting professionals into our setting to observe your child. Their knowledge and expertise can be invaluable in helping us to help your child.

Nursery staff will always work together with parents to secure the right help at the right time for you and your child. It is important that parents work with us to enable us to implement early intervention and meet the needs of your child.



## How will I know what is happening in nursery?

We will keep you updated on what's happening in nursery in a variety of ways including:

- Informal discussion at drop off/collection times
- Newsletters
- Nursery Facebook Page
- Online Learning Journals
- Drop in Sessions
- Stay & Play



We also ask that you keep us updated about what is happening in your child's life e.g. a new baby or loss in the family, as this may have an impact on their wellbeing needs. You can let us know about any changes coming up at home using online learning journals, email or in person. Your child's keyworker will communicate regularly with you and will share information with all staff where appropriate.

Should you wish to get in contact with the nursery, please contact us using the contact information in this handbook.

## *How will I know how my child is doing?*

Keyworkers will regularly update our online learning journals with information about your child, their learning and progress in nursery. Parents will be provided with a login when they start nursery and be able to access learning journals by computer, tablet or phone. You will also be able to speak with keyworkers at termly meetings, drop-in sessions, and informal conversations at drop off/collection times.

We love to hear about your child's wider achievements and what they are learning at about at home. Parents are encouraged to share photos and pictures and stories from home for us to talk about with your child in nursery.



## *Who else might help me at nursery?*

To help support all children individually, our dedicated nursery staff may work with outside agency professionals. We regularly work with Health Visitors, Speech and Language Therapists, Educational Psychologists, Occupational Therapists and Social Workers to ensure that we are accessing the right support for children to meet their individual needs.



## *Why do I brush my teeth at nursery?*

Every 3 and 4-year-old attending nursery in Scotland is eligible to be offered:

- Free daily supervised toothbrushing in their nursery
- Free dental packs, which contain a toothbrush, toothpaste of at least 1000 parts per million (ppm) fluoride and oral health messages
- Oral health education

# What will I eat?

## Snack

Nursery operates a flexi snack system, where children can choose when to have their snack during the nursery session. This minimises disruption to play and allows children to sense when they are hungry.

Children also have the opportunity to help prepare snack. This helps them understand about healthy diets and practice fine motor skills e.g. cutting, chopping, peeling and spreading.

Children have the choice of milk or water to drink at snack time and fresh water is available throughout the session at our 'hydration station'.

Snack is available in both the morning and afternoon sessions. We will work with parents to accommodate children's dietary requirements. However, our snacks may contain allergens from the picture below. If your child has a food allergy or dietary requirement, please inform a member of staff.



## Lunch & Afternoon Tea

Children in the morning nursery sessions will be able to access the free nursery lunch at 11.45am or 12.15pm. Children who attend an afternoon session will have an afternoon appetizer, served at 4.20pm. Lunches are provided by the primary school kitchen and follow a 3-week nursery lunch menu. The most recent menus are available on our nursery Facebook page and learning journals. If your child has a food allergy or dietary requirement, please inform a member of staff.

Please refer to our Healthy Eating policy for further information.



## What can I do at home to help my child with their learning?

**As a parent, you are your child's first and most important educator.**

You can help make your child's transition to nursery easier by encouraging independence skills such as:

- Dressing themselves
- Practicing difficult fastenings e.g. buttons on coats, etc.
- Using the toilet independently
- Asking for help
- Persevering with a tricky task
- Washing and drying hands thoroughly
- Using cutlery at mealtimes and feeding themselves
- Pouring their own drinks
- Wiping their own nose (and disposing of tissues)
- Learning the names of nursery staff
- Recognising their name
- Tidying up
- Sharing and taking turns

Sharing your child's learning with them by talking about their day, looking through their online learning journals etc. helps them consolidate learning, gives them confidence and a sense of pride as they show off their achievements.

You can also help support your child's learning by reading with them. Sharing stories with children can improve their wellbeing, vocabulary and helps them explore language in a way that has lasting benefits throughout their education. You can find out more about reading with your child by watching the video on our nursery Facebook page.

There is a lot of useful information on how to support your child on the Parent Club website:

<https://www.parentclub.scot/>



## How safe is the nursery?

The safety and security of children is paramount at Gordon Nursery, and we employ a number of methods to help minimise risk and keep children safe including:

- All nursery staff have ID badges with their name, picture and job title.
- All visitors to nursery are asked to show identification and complete a sign in sheet before being permitted entry to the nursery.
- All staff working with nursery children have up to date PVG (Protecting Vulnerable Groups) checks completed and are registered with the SSSC.
- Our nursery building has security doors which require a key fob to enter i.e. any unknown visitor will not be able to access the nursery.
- Nursery staff are the only adults permitted to allow entry or exit of visitors to the setting
- Our doors are alarmed to alert staff of any unauthorised departures from the building
- Parents/Carers will be asked to advise staff who will collect their child at the end of their nursery session. Children will not be released to anyone who is not on the sign in sheet without parental permission. Please note we may ask any unfamiliar carers for I.D.
- Nursery has regular fire drills to allow children to practice staying calm and where their muster point is in an emergency.
- Risk assessments are completed for spaces, activities, outings etc. to minimise associated risks to children, staff and visitors.



## Unexpected Closures

Should the nursery have to close for any reason, parents will be informed by email or SMS and asked to collect their child immediately. Nursery closures are rare but do happen in certain circumstances. Please make sure that your emergency contact details are up to date and that you (or your emergency contacts) can be reached by phone.

Please consider the safety of yourselves and your child when coming to nursery. If the weather is particularly bad or threatens to worsen, think about whether children would be safer at home, especially if you are driving to nursery. If you are unsure whether nursery will open due to weather concerns, please contact the nursery for more information.

It is advisable that you keep an eye on our nursery Facebook page and emails for updates.



## What if my child is unwell?

“There is no legal requirement for children to attend nursery school, however all pupils enrolled in Aberdeenshire Council’s nursery provision will be subject to the same attendance monitoring routines as those attending Primary School.” (*Guidelines on Managing and Promoting Pupil Attendance in Nursery, Primary and Special Schools, Aberdeenshire Council*).

Children who are unwell are better cared for at home. Nursery staff are not medically trained and cannot care for an ill child. Children can become distressed when ill and their condition can worsen quickly, so please keep them at home.

- If a child has sickness/diarrhoea, they will need to stay at home for a minimum of 48 hours after the last episode to stop the spread of infection.
- If a child has a high temperature, they will need to stay at home until normal temperature has resumed for a full 48 hours.

Please inform us as soon as possible if your child will be absent from nursery. You can contact us on the nursery telephone line or by sending an email. If we have not heard from you, we will contact you for an explanation.

Email: [gordonprimary.nursery@aberdeenshire.gov.uk](mailto:gordonprimary.nursery@aberdeenshire.gov.uk)

Telephone: 01466 405913

Please refer to our Unwell Child Policy, Traffic Light System and Absence Reporting Policy for further information.

If your child becomes ill while at nursery, we will phone you and ask you to collect them immediately. If we cannot contact you, we will phone the emergency contact. Please make sure that your emergency contact list is kept updated.

Please make the nursery aware of any medical conditions or allergies which affect your child. Further documentation will be required.

Should your child need medication while at nursery, we will ask you to complete a medical care plan and provide us with the medication, in its original packaging with the dispensing label. Only medication prescribed by a doctor can be administered in nursery.

Please refer to our Medication Policy for further information.





## *How can I support my nursery?*

Our dedicated nursery team are excited to get to know parents and children. You will have opportunities to meet all staff working with your child, and your child's keyworker will make every effort to form positive relationships with families. We encourage you to get to know nursery staff, share information and visit the nursery for stay and play sessions.

You can support our nursery journey by helping us collect items on our nursery wish list: "Your Trash is our Treasure". Our wish lists are issued by Groupcall and available on the nursery Facebook page. Our wish lists ask for donations of loose parts, real crockery for our role play area, and many more items!

If you have a special skill such as gardening, woodwork, baking etc you might like to share this skill with the nursery children. Please speak with nursery staff and we can help you arrange this. Any adult who regularly volunteers in nursery will need to have a PVG check completed. We love to welcome guests to share their experience and knowledge within the nursery!

We appreciate and value your views, please support us by completing the surveys, questionnaires and polls we issue. This will help us to improve our service and meet the needs of our children and families.

## *What support is available for my family?*

Everyone needs support at times, and we hope that by building a relationship with nursery staff, you will be able to ask for help if it is needed. Nursery staff will be able to answer questions you may have or signpost you in the right direction. We have an open-door policy in nursery, and you are very welcome to visit and view any posters, leaflets etc. in our nursery reception or family room. Likewise, you can ask to speak privately with your child's keyworker, EYLP or EYSP at any time.



## *How is our nursery doing?*

Gordon Nursery is registered with and regulated by the Care Inspectorate. We are inspected regularly by Care Inspectorate and HMIE, who monitor our policy and practice. In our most recent Care Inspectorate inspection, we were graded at level 5 (very good) for How good is our Setting and How good is our Staff Team. To access our recent Care Inspectorate report, please follow the link: [InspectionReport-312465 \(1\).pdf](#)

To ensure our practice is up to date and informed, we work with the latest guidance including:

- How Good is Our Early Learning and Childcare (HGIOELC)
- Health and Social Care Standards
- Realising the Ambition
- Curriculum for Excellence

We want to see continuous improvement in our nursery to ensure that all children realise their potential. Our nursery team work collaboratively to identify areas for development and implement strategies to improve these areas. More information is available in our Nursery Improvement Plan.



## *What happens if I go to more than one nursery?*

Since August 2021, all 3- and 4-year-old children and eligible 2 year old children, can access up to 1140 hours of free childcare per year. Parents may choose to use these hours with one provider or split their time between two different providers.

Should you wish for your child to attend two different settings, please indicate this on your online application first and contact both settings to check if this is possible. You will then be contacted by the EYSP of the Local Authority setting (or EYSP of the setting where your child will use the majority of their hours if both are Local Authority settings) to discuss your request and how this can be met.

The EYSP will complete the paperwork and you will be informed by the central Early Years Team.

We will ask for your permission to share information with the other provider and a risk assessment may be completed. It is very important that both providers maintain open communication as part of our safeguarding measures. Any sharing of information between settings will take account of GDPR regulations.



## Appendix

### **Terminology you might hear:**

**GPSN – Gordon Primary School Nursery – Our Nursery**

**GPS – Gordon Primary School is the primary school in Huntly**

**TGS – The Gordon Schools is the secondary school in Huntly**

**PVG – Protecting Vulnerable Groups.** Membership of this scheme ensures people whose behaviour makes them unsuitable to work with children cannot do 'regulated work' with these vulnerable groups. Your school can give you an application form.

**GIRFEC – Getting It Right For Every Child.** GIRFEC is the national approach in Scotland to improving outcomes and supporting the wellbeing of our children and young people by offering the right help at the right time from the right people. It supports them and their parent (s) to work in partnership with the services that can help them.

**SHANARRI (well-being indicators)** SHANARRI is an acronym for the eight wellbeing indicators in the Curriculum for Excellence Health and Wellbeing curriculum. It stands for **Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible, Included.**

**UNCRC - The United Nations Convention on the Rights of the Child** is an international human rights treaty which sets out the civil, political, economic, social, health and cultural rights of children.

**CI - The Care Inspectorate** is the regulatory body for care services in Scotland. It regulates a range of care and support services including child minding/child day-care.

**Education Scotland** - Education Scotland is a Scottish Government executive agency charged with supporting quality and improvement in Scottish education.

**HGIOELC – How Good Is Our Early Learning and Childcare** is a framework for self-evaluation in nurseries.

**Parent Forum** - The Parent Forum or Parent Body is the name given to all parents (including guardians and carers) of all children attending the school.

**Parent Council** - Parent Councils are the recognised way for schools and local authorities to consult with parents. It is the role of the Parent Council to gather and represent the views of all parents.